

## **By-Law Complaint Form**

Office Use Only
Received by:
Date:

Should you wish to register a complaint with the Township regarding a perceived infraction of our bylaws, you must fill out a COMPLAINT FORM.

To assist the Cramahe By-Law Department in following up on your complaint, please print the details of your inquiry below. The information must be completed in full, along with any information you wish to relate to the Enforcement Officer. Once you have submitted the complaint, an Officer will respond within 3 business days.

Complainant Information					
Name of Complainant(s):					
Address:					
Telephone:					
<u>Violation Information</u>					
Complaint Type: □ Property Standards □ Animal Complaint □ Signs □ Parking □ Other					
Have you contacted the owner or agent regarding this complaint? $\ \square$ Yes $\ \square$ No					
If yes, how were they contacted? $\square$ Phone $\square$ In Writing $\square$ Verbally					
Have you made a complaint regarding this issue before? ☐ Yes ☐ No					
Location of Potential Violation:					
Property Owner:					
Details of the Complaint:					
<del></del>					



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*I HEREBY* acknowledge that all complaints are confidential until such time as the complainant may be asked to testify in support of the complaint; *AND FURTHER* acknowledge that if required I will attend and testify in support of this complaint at any Court of Law in the Province of Ontario.

Signature:	Date:	

**PERSONAL INFORMATION**: This information is being collected for the purpose of conducting a Bylaw Enforcement Investigation. The information may be shared with applicable Township of Cramahe departments and agencies for the purpose of initiating appropriate action relative to this report. The collection of the personal information on this application is authorized and protected under the Freedom of Information and Protection of Privacy Act, Section 33(c). By providing this information, you have consented to its use for the above purposes. If you have questions about the collection and use of this information, you may contact the Clerk, at 905-355-2821.

## NOTE:

Please refer to the Bylaw Policy for all information pertaining to how a formal complaint is handled. This will ensure the most effective outcome of your complaint.

For Office Use Only			
Applicable By-Law(s):			
Name of Owner:			
Mailing Address of Owner:			
Roll #	1411 –		
	Referral Date:	Referred to:	