



BUILDING CODE ENFORCEMENT COMPLAINT FORM

This form is to be completed by the complainant or the Building Division staff. Please print legibly.

NOTE: If during the inspection of the complaint it is determined that the current conditions warrant a "Red Tag" (uninhabitable or unsafe living conditions) the tenant(s)/resident(s) will need to relocate as per instructions. After the investigation is completed, the Code Enforcement Officer will provide a copy of the findings, recommendations and will inform of the next action/step that must be taken.

Complainant Name: _____

Complainant Contact Number: _____ Complainant Email: _____

Complainant Address: _____

NOTE: Complainant information will be kept confidential per Evidence Code 1040 B (2).

Address of Violation: _____

Details of the violation(s):

I declare and affirm under penalty of perjury that the statements made herein are true and correct to the best of my knowledge, information and belief.

Signature

Date

For Office Use Only:

Case Number: _____

Received by: _____

Previous Cases: Yes No

Previous Complaints: Yes No

Registered Property Owner: _____

Registered Owner Address: _____

Complaint Referred to:

- | | |
|---|---|
| <input type="checkbox"/> Engineering Division | <input type="checkbox"/> Fire Department |
| <input type="checkbox"/> Maintenance Division | <input type="checkbox"/> Police Department |
| <input type="checkbox"/> Planning Division | <input type="checkbox"/> County Health Department |
| <input type="checkbox"/> Community Legal Services | <input type="checkbox"/> Rent Stabilization |
| <input type="checkbox"/> Other: _____ | |

Received Stamp
