



Citizen Complaint Form
City of Centerville
300 East Church Street
Centerville, GA 31028

Phone: (478) 953-4734 Fax: (478) 953-4797

The City of Centerville always has the citizen in mind. We know there are times that problems occur and need special attention. Please fill out the following questionnaire as detailed as possible to assist us in solving this problem/complaint. The information supplied will be kept confidential and used for this purpose only.

1. COMPLAINANT'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

COMPLAINT DATE: _____

2. PLEASE CIRCLE THE TYPE OF COMPLAINT:

STREET

GRASS

WATER

ANIMAL

EMPLOYEE

NEIGHBOR

BUSINESS

OTHER

3. PLEASE EXPLAIN IN DETAIL THE COMPLAINT:

For Department Use Only

4. PLEASE CIRCLE THE DEPARTMENT TO WHICH THE COMPLAINT SHOULD BE DIRECTED:

WATER/SEWER	CITY CLERK	ANIMAL CONTROL	FIRE
STREET	RECREATION	POLICE	OTHER

5. DATE RECEIVED BY DEPARTMENT HEAD: _____

6. IS THIS COMPLAINT VALID? YES: _____ NO: _____

7. RECOMMENDATION OR ACTION TAKEN BY DEPARTMENT HEAD

8. WAS THIS PROBLEM TAKEN CARE OF? YES: _____ NO: _____

9. IF THE PROBLEM HAS NOT BEEN TAKEN CARE OF, PLEASE ENTER THE COUNCILPERSON THAT THE COMPLAINT WAS TURNED OVER TO AND THE DATE.

COUNCILPERSON: _____ DATE: _____

10. COUNCILPERSON'S COMMENTS AND DECISIONS:

11. COMPLETED BY: _____