

CLERMONT COUNTY PERMIT CENTRAL
2275 Bauer Rd, Batavia OH 45103 – 513-732-7213
COMPLAINT FORM

Complaint Number

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NOTE: Print or type all information. This form must be signed to be processed. Please complete all applicable spaces.

IDENTIFICATION: Address to include street # and zip code.

Complainant: _____ Phone: _____

Mailing Address: _____

Fax: _____ E-mail: _____

Address of Property Causing the Problem:

(Street No.) (Street Name) (Zip Code)

Driving Directions: _____

Village: _____ Township: _____

Property Owner: _____ Phone: _____

Address: _____

Fax: _____ E-mail: _____

Briefly Describe Complaint about the Property Causing the Problem:

Is this rental property? _____

Manager's Name: _____ Manager's Phone: _____

Were you aware of this problem when you moved in? _____

How long has this problem existed? _____

Have you discussed this problem with the owner? _____

What was his reaction? _____

(Signature of Complainant)

(Print or type name here)

(Date)

Facsimile or reduced photocopies will not be accepted

Please send this completed and signed form to Clermont County Permit Central at the address above.