



CITY OF JACKSONVILLE

CODE ENFORCEMENT COMPLAINT FORM

320 CHURCH AVENUE SE
JACKSONVILLE, AL 36265
256-782-3840

ALL SECTIONS MUST BE COMPLETED FOR US TO PROCESS THIS COMPLAINT

ADDRESS OF PROPERTY: _____

PROPERTY OWNER(S): _____

OCCUPANT(S) OF PROPERTY: _____

NATURE OF VIOLATION

DESCRIPTION OF ALLEGED VIOLATION: _____

IS THIS AN URGENT SITUATION THAT IS CREATING AN IMMEDIATE HAZARD? [] YES [] NO

IF YES, PLEASE EXPLAIN: _____

DESCRIBE WHERE VIOLATION IS ON THE PROPERTY (e.g., front yard, rear yard, visible from street, etc.): _____

WHAT STEPS HAVE YOU ALREADY TAKEN TO RESOLVE THIS PROBLEM? _____

HOW IS THIS VIOLATION DETRIMENTALLY IMPACTING YOU? _____

HAVE YOU FILED A COMPLAINT AGAINST THIS PARTY BEFORE? [] YES [] NO

IF YES, HOW MANY TIMES, WHEN, AND WITH WHICH DEPARTMENTS? _____

ANY PRECAUTIONS ADVISED? (e.g., dogs, aggressive owner/occupant, suspected drug activity, guns, etc.): _____

CONTINUED ON BACK

YOUR NAME: _____

YOUR ADDRESS: _____

YOUR PHONE #: DAYTIME _____ EVENING _____

IF NECESSARY, MAY WE HAVE PERMISSION TO COME ON YOUR PROPERTY TO VIEW THE SUBJECT VIOLATION? [] YES [] NO

Complainant properties should be free of any code violations especially if the violation property being reported is immediately adjacent to your own. If you are unsure if you have any violations on your property; contact Code Enforcement for a free site inspection.

Some violations depending on the complexity of the issues involved may take weeks to several years to complete.

The City of Jacksonville does not follow up with the complainant to keep them updated on the status of a complaint. Code violations are a matter between the city and the violator.

*Please Note: Your testimony may be required in court to successfully prosecute the violator. **All complaint forms submitted are public information. Your contact information may be shared with the public including the owners / residents against which a complaint is filed, if such a request for information is made to the city.***

The complainant certifies that he/she has personal knowledge of the facts stated in this Complaint.

Signature of Complainant

Date: ____/____/____