

DALLAS BOROUGH CODE ENFORCEMENT

25 Main St ♦ Dallas, Pa. 18612 ♦ (570) 675-1389 ♦ Fax (570) 675-7308

COMPLAINT SHEET

Date of Complaint: _____

Received by: _____

Person Filing Complaint

Name: _____

Signature: _____

Address: _____

Phone: _____

These above fields are necessary in the event additional information is required. Every attempt will be made to keep information confidential when dealing with the Responsible Party.

Property Information

Address of Violation (Number & Street): _____

Is the premise vacant or occupied: _____

Occupant's Name: _____

Phone: _____

Owner's Name: _____

Phone: _____

Owner's Address: _____

Description of Complaint

Is the violation visible from the public right-of-way: Y / N

Is the violation visible from your property: Y / N

If yes, do we have consent to enter your property to view the violation: Y / N

**Complaint forms can be emailed to the code enforcement department at
TCarr@dallasborough.org**

INTERNAL USE ONLY

Action taken: _____

Date: _____

Code Enforcement Officer: _____