



City of Pevely  
401 Main St.  
Pevely Mo 63070  
636-224-9130

# Complaint Form

Complaint Address: \_\_\_\_\_

Reporting Party Name: \_\_\_\_\_

Reporting Party Phone Number: \_\_\_\_\_

Reporting Party Address: \_\_\_\_\_

Complaint: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is the intent of the Code Enforcement Department to resolve a complaint and/or achieve voluntary compliance in a timely manner. Staffing resources may not allow on-site investigation of all complaints. The property owner is ultimately responsible for bringing the property into compliance as per zoning, building, health and safety, and related codes, regulations and ordinances. In instances of disputes between tenants and landlords, this department encourages tenants to contact landlords/property owners in writing and allow a reasonable time for resolution prior to filing this complaint. Complaints pertaining to imminent health hazards that are brought to this department's attention may be immediately referred to the appropriate program and may be taken without a complainant's signature.

Signature: \_\_\_\_\_ Date of complaint: \_\_\_\_\_

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### Office use only

Received by: \_\_\_\_\_ Date Received: \_\_\_\_\_

Level Of Violation [ ] High [ ] Medium [ ] Low

Action Taken: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_