



COMPLAINT FORM

Section A

ICR # _____

Notification: Time: _____ am/pm

Date: ___ / ___ / _____

Complainant (Name): _____

Address: _____ Contact Ph#: _____

Mobile Ph#: _____ Email: _____

Section B – General Information – MUST FILL OUT

Breed and description of Animal(s):

Name & Address of Animal(s) Owner (if known):

Offence: Time: _____ am /pm

Date: ___ / ___ / _____

Location: _____

Section C – DOG ISSUE – Complete a, b or c

a) Dog Barking?

Duration & extent of barking:

b) Dog attack?

Was physical injury caused? YES/ NO

Doctor / Hospital/ Vet Treatment? YES/ NO

Extent and location of injuries?

Any other damage? (Clothing, bicycle etc.) YES/NO

c) Details of Complaint of a different nature:

Section D – CAT ISSUE

a) Cat(s) trespassing? (describe occurrences, location, history)

b) Cat(s) causing damage/odour issue affecting you or your property? (describe in detail)



COMPLAINT FORM

Section E – LIVESTOCK ISSUE

a) Livestock roaming? (describe in detail)

b) Livestock trespassing? (describe occurrences, location, history)

c) Livestock causing damage to your property? (describe in detail)

Section F – This section MUST be completed.

I _____,

(your full name)

a) undertake to give full information to the Local Government as to this matter. **YES/NO**

b) am prepared to appear in court and give evidence as a witness to the truth of this complaint if the need should arise. **YES/ NO**

Your Signature: _____

PLEASE NOTE: THE INFORMATION AS TO WHO LODGES A COMPLAINT WITH THE LOCAL GOVERNMENT IS CONFIDENTIAL AND PROTECTED UNDER SCHEDULE 1 OF THE FREEDOM OF INFORMATION ACT 1992. HOWEVER IF THE MATTER PROCEEDS TO COURT YOUR IDENTITY IS A MATTER OF PUBLIC INFORMATION.

Office Use Only

Receiving Officer's Name: _____

Local Government: _____

Signature: _____ Date: ____ / ____ / _____

Ranger's Comments:

Ranger's Signature:

Signature: _____ Date: ____ / ____ / _____

File Action: Investigate Further/Close file/ Prosecution/ Warning / Issue Infringement