Eric Petoff
Code Enforcement Inspector

Romanda Stewart
Clerk

Long County Code Enforcement
468 S. McDonald St.
Ludowici, GA 31316
(912) 545-3683

Complaint Form

This form is provided as a tool to assist you in submitting a complaint to the Long County Code Enforcement office. While its use is not mandatory, a letter containing the same information is acceptable. **However, the details requested in the bolded and starred (*) sections are required, regardless of the submission format.**

*Name: _____

*Address: _____

*Phone Number: _____

1. Person(s) in which the complaint is filed against:

*Name: _____

*Address: _____

*Phone Number: _____

2. To the best of your knowledge, on what date(s) did the complaint take place?

Earliest date of complaint: _____

Most recent date ofcomplaint: _____

3. Please provide a clear and detailed explanation of the incident, including what occurred, why you believe it happened, and how it has impacted you. Additionally, identify any individual involved in the situation. If additional space is needed, you may attach extra sheets and include any relevant written materials related to your complaint. _____

_____

_____

_____

_____

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4. Please provide the names and contact information of any individuals, such as witnesses or other relevant parties, who may be able to offer additional information to support or clarify your complaint.

_____
_____
_____
_____
_____

5. Is there any additional information you believe is relevant to our investigation of your allegations?

_____
_____
_____
_____
_____

6. To the best of your knowledge, have you or the individual referenced in this complaint filed a similar complaint with any other office?

Yes ☐
No ☐

COMPLAINTS MUST TYPICALLY BE FILED WITHIN 180 DAYS OF THE ALLEGED OFFENSE.

_____ _____
Signature Date