CITY OF SARATOGA

13777 FRUITVALE AVENUE ● SARATOGA, CALIFORNIA 95070

Incorporated October 22, 1956

Municipal Code Violation Complaint Form

Complaint #: _____

Date Received: _____ By: _____ Via: _____ Time: _____

Staff Assigned: _____ Date Assigned: _____ Date Closed: _____

Complainant:	Responsible:
Address:	Address:
City/State/Zip:	City/State/Zip:
Home Phone:	Home Phone:
Work Phone:	Work Phone:

Address Location of Violation: _____ APN #: _____

Violation Description: _____

_____

_____

_____

Applicable Ordinance Section(s): _____

Investigation Notes: _____

_____

_____

_____

Verification Date:	Warning Left:
1st Letter Sent:	1 Follow Up Date:
Final Letter Sent:	2 Follow Up Date:
Forwarded to City Attorney:	3 Follow Up Date:

Case Status: _____

Actions: _____

_____

_____

_____