

Use Complaint Form to Gather Details, Get Witness Cooperation

Here is a form to help your residents officially register their complaints against other residents and provide you with a paper trail should the neighbor's disturbances be serious enough to warrant an eviction. It also notifies the complaining resident that he or she may be required to appear as a witness if the case goes to court.

RESIDENT DISTURBANCE COMPLAINT FORM

The manager is not permitted to accept or act on any noise complaints made by one resident against another unless the complaint is made in writing upon this form and signed.

Name _____

Address _____ Apt. # _____

Name of Tenant You Are Complaining About _____

Address _____ Apt. # _____

Date of Disturbance _____

Time Disturbance: Began _____ Ended _____

Place Where Disturbance Occurred _____

Describe the Nature of the Disturbance in Detail: _____

I certify that the foregoing statement is accurate and true to the best of my knowledge. If the Owner institutes legal proceedings against the resident about whom I am complaining, I understand that I may be called as a witness at such proceedings.

Signature _____ Date _____