

FOSTER TOWNSHIP

1540 SUNBURY ROAD, POTTSVILLE, PA 17901 | 570-544-4137

www.fostertwp.org

REQUEST FOR INVESTIGATION

This form shall be completed for all filings of complaints with Foster Township. The person or persons filing the complaint shall understand that by signing and/or attesting to the information contained herein may be asked and/or summoned by subpoena to provide testimony in a court of law. Accordingly, the Township can only respond if the following information is provided accurately and completely. Please provide the complainant's complete address, including the city, state and zip code.

COMPLAINANT

COMPLAINANT NAME: _____

COMPLAINANT ADDRESS: _____ PHONE: _____

CITY: _____ STATE: _____ ZIP CODE: _____ EMAIL: _____

COMPLAINANT'S SIGNATURE _____ DATE _____

COMPLAINANT BEING FILED AGAINST

PROPERTY OWNER (IF KNOWN): _____

ADDRESS OF SUBJECT PROPERTY (IF KNOWN): _____

LOCATION OF SUBJECT PROPERTY (IF ADDRESS IS NOT KNOWN). BE AS DETAILED AS POSSIBLE: _____

RELATIONSHIP OF COMPLAINANT'S PROPERTY TO SUBJECT PROPERTY: _____

DESCRIPTION OF COMPLAINT (WHAT, WHERE, WHEN, WHY, ECT.) PLEASE BE AS DETAILED AS POSSIBLE. USE REVERSE SIDE IF NECESSARY: _____

HOW WOULD YOU LIKE TO SEE THE COMPLAIN RESOLVED? _____

Can the alleged code violation be viewed from a public right-of-way? Yes No

Is the Township investigator permitted on your property to view and/or take pictures of the alleged code violation? Yes No

For Township Use Only

1. DATE COMPLAINT RECEIVED: _____ RECEIVED BY: _____ CASE \$: _____

2. CASE REFERRED TO:

POLICE DEPARTMENT DATE _____ COMMENT _____

SUPERVISORS DATE _____ COMMENT _____

ROAD CREW DATE _____ COMMENT _____

CODE ENFORCEMENT DATE _____ COMMENT _____

3. DATE RESOLVED _____