



**CHARLEVOIX COUNTY
DEPARTMENT OF BUILDING SAFETY**

301 State Street, Suite #5
Charlevoix, Michigan 49720
(231) 547-7236
Fax (231) 547-7250
(800) 548-9157 Ext 4.
www.charlevoixcounty.org

COMPLAINT FORM

INITIAL CONTACT: POLICE ZONING HEALTH DEPT OTHER

NATURE OF COMPLAINT: **(describe in detail)**

LOCATION OF COMPLAINT: Owner: _____
Street Address: _____
City: _____ Township: _____

THE FOLLOWING INFORMATION IS REQUIRED TO PROCESS THIS REQUEST

REPORTED BY: Owner: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone Number: _____

DATE REPORTED:

SIGNATURE:

FOR DEPARTMENT OF BUILDING SAFETY USE ONLY

DATE INSPECTED:

PERMIT # ISSUED IF APPLICABLE:

SITUATION DISCOVERED:

SIGNATURE OF INSPECTOR:

FEE \$70