

COMPLAINT FORM
TOWN OF HOLLY, COLORADO

COMPLAINANT NAME _____

DATE & TIME _____

SUBJECT OF COMPLAINT _____ SUSPECTED ORDINANCE VIOLATION
(Non-zoning related issues only)

NAME/ADDRESS OF ACCUSED _____

APPLICABLE ORDINANCE, RESOLUTION, OR C.R.S. _____

LOCATION OF ALLEGED VIOLATION _____

DESCRIPTION OF EVENT _____

(Separate sheet may be attached if necessary) _____

WITNESSES/EVIDENCE _____

(The presence of a witness or other evidentiary items will help to validate the complaint.)

Upon receipt of your letter the Town Clerk will deliver it to the Mayor and Trustees. If the Mayor takes no action, or his/her response is unsatisfactory, the alleged violation(s) can be brought up with the full Board in a public meeting.

Signature of Complainant: _____

Signature of Primary Witness: _____

If you wish to file an anonymous complaint you may do so by submitting the above information to clerk@townofholly.com or PO Box 458, Holly, CO 81047. Please be aware that due to the nature of anonymous complaints, it will be difficult for the Town of Holly to respond in a meaningful and effective way. The council may choose not to respond to anonymous complaints.

Received by: _____ Date: _____