



CITY OF BAY VILLAGE

Building Department

Request for Inspection / Action / Complaint

Instructions for use: Please fill out the information requested below. Please email completed form to blyons@cityofbayvillage.com

Please review “Concerns/Complaints” for the types of complaints handled by the Building Department. If the issue is handled by any other department, please contact that department directly.

Date:

Address to be inspected:

Nature of complaint:

Complainant's name:

Complainant's address and phone number:

Do not write below this line.

This portion to be completed by Building Department personnel

Assigned to inspector:

Date:

By:

Was a Violation Notice sent? Yes _____ No _____ Date sent: _____

Findings: