



## CITIZEN ACTION REQUEST FORM

Reporter's contact information is required in order for a request to be processed.

1. DATE: \_\_\_\_\_ RECEIVED BY (CITY STAFF): \_\_\_\_\_
  
2. ADDRESS OF CONCERN (**REQUIRED**): \_\_\_\_\_
  
3. WHAT IS THE NATURE OF REQUEST OR CONCERN? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. REPORTER'S NAME: \_\_\_\_\_
  
5. REPORTER'S CONTACT NUMBER: \_\_\_\_\_
  
6. REPORTER'S ADDRESS: \_\_\_\_\_
  
7. IS THE CITY'S INSPECTOR ABLE TO OBSERVE THE ABOVE CONCERNS FROM THE STREET OR SIDEWALK?  YES  NO (IF CHECKED, SEE BELOW)
  
8. IF NO, DOES THE CITY'S INSPECTOR HAVE PERMISSION TO VIEW THE CONCERNS FROM YOUR PROPERTY AT THE ADDRESS LISTED ABOVE?  YES  NO

***CITY OF LOUISVILLE USE ONLY***

**INSPECTED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PHOTOS TAKEN?** YES OR NO      **VIOLATIONS?** YES OR NO

**DESCRIPTION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ACTION(S) TAKEN:** \_\_\_\_\_