



## Citizen Complaint Form

If you have a complaint about a business or Multi-family building not providing organics and recycling service for their tenants, customers and employees, or any other violation of the Solid Waste Storage, Collection, Processing and Disposal Ordinance (Mill Valley Municipal Code Section 7.04), you may notify us with this form. If you wish to remain anonymous, you may submit the form without your name or other identification information.

1. First Name: \_\_\_\_\_
2. Last Name: \_\_\_\_\_
3. Address: \_\_\_\_\_
4. City/Zip: \_\_\_\_\_
5. Residence Phone: \_\_\_\_\_
6. Business Phone: \_\_\_\_\_
7. Hours you can be reached: \_\_\_\_\_

### INCIDENT DETAILS

8. Date Incident Occurred: \_\_\_\_\_
9. Day of Week: \_\_\_\_\_
10. Time: \_\_\_\_\_
11. Location of Incident(s) and name of business, if it is a business. \_\_\_\_\_
12. Please explain the nature of the complaint and provide as much detail as possible. Include the identity of the alleged violator, the alleged violation including location and facts, photographic or documentary evidence and the identity of any witness.
13. Signature & Date: \_\_\_\_\_

We will investigate within 90 days and let the complainant know the result of their complaint, if complaint has not been submitted anonymously. Please submit your form to Eric Cogbill, [ecobill@cityofmillvalley.org](mailto:ecobill@cityofmillvalley.org).