



Planning and Development Department
 242 Hampton Street Telephone (843) 782-1000
 Walterboro, SC 29488 Fax: (843) 549-9795

Date Recd: _____
Recd by: _____
Referred to: _____

Code Violation Complaint Form

This is a public document and subject to disclosure under the South Carolina Freedom of Information Act. If you wish your identity to remain confidential, this form may be filed anonymously.

Type or clearly print

Description of Complaint: _____		
Location/ Address: _____		
Nearest cross streets: _____		
Property owner: _____		
Mailing Address: _____	City: _____	Zip: _____
<i>(if known)</i>		
Date of Purchase: _____	Previous Owner: _____	
Email Address: _____	Phone Number: () _____	
<i>Check</i>		
Vacant Property: Yes <input type="checkbox"/> No <input type="checkbox"/>		
Rental Property: Yes <input type="checkbox"/> No <input type="checkbox"/>		
Tenants Name: _____		
Date Issue Began: _____	Prior Complaints: 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	
Your Name: _____	Provided via: E-mail <input type="checkbox"/> Phone <input type="checkbox"/> Mail <input type="checkbox"/> FAX <input type="checkbox"/>	
Phone Number: () _____	Email Address: _____	
Mailing Address: _____	City: _____	Zip: _____
Anonymous: Yes <input type="checkbox"/> No <input type="checkbox"/>		
<i>Official use only:</i>		
Response to complainant and date: _____		
Code Officer Action/ Response: _____		Date: _____
Valid Complaint: Yes No		
Forward case to: _____		

E-mail, Mail, Fax, or drop off completed form