

East Cocalico Township

100 Hill Road, Denver, PA 17517

Phone: (717) 336-1720 Fax: (717) 336-1724

E-mail: Township@ECT.town

Website: www.ECT.town

COMPLAINT FORM

Note: Your decision to be anonymous may limit our ability to conduct or to appropriately address your issue.

In the event our office needs to contact you for additional information or clarification, please consider providing your contact information allowing us to contact you if needed.

IMPORTANT - In most instances State Law deems this form a public record, and subject to disclosure to those requesting a copy.

Contact Information

Today's Date

(00/00/0000)

First Name

Last Name

Anonymous

Address 1

City

State

Postal Code

Preferred way to contact you?

E-mail

By Postal Mail

Home Phone

Cell Phone

E-mail Address

Home Phone

Best time to call this number?

Cell Phone

Best time to call this number?

Have you submitted this same complaint before? If so, how was it submitted (phone, e-mail, or fax)? The name of the person it was submitted to? The date? And any other information that may be helpful.

Complaint Information

Date of Incident

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(00/00/0000)

Describe in detail the nature of your complaint - Please include the address of the subject property.

Describe what actions can be taken in order to effectively deal with your complaint.

When you are done, please save the file to your computer. Then mail, e-mail or fax to East Cocalico Township. Thank you.

Please do not write below the double line. For township internal staff only.

Follow Up Information

Date _____

Name Contacted

Phone/E-Mail

Information Gathered