

**CITY OF MONTAGUE  
GENERAL COMPLAINT FORM**

Complainant's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Address or property location where the alleged incident occurred: \_\_\_\_\_

Was the incident: Verbal \_\_\_\_\_ Physical \_\_\_\_\_ Other \_\_\_\_\_

What time of day did the incident occur: \_\_\_\_\_AM \_\_\_\_\_PM (insert time)

What day of the week: Sun - Mon - Tues - Wed - Thurs - Fri - Sat (circle one)

Briefly explain complaint: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

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**FOR OFFICIAL USE ONLY**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Appropriate Department for Follow-up Investigation:

City Clerk's Office	City Council	Code Enforcement	Public Works	Animal Control
City of Montague	City of Montague	City of Montague	City of Montague	City of Montague
PO Box 428	PO Box 428	PO Box 428	PO Box 428	PO Box 428.
Montague, CA	Montague, CA	Montague, CA	Montague, CA	Montague, CA
459-3030	459-3030	459-3476	459-5204	459-5136

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

[[Calif. Gov. Code Sect. 6254] Record of a Complaint is not public record until or unless made a part of another record which is public record. At such time all records become public record. Complaints against city employees are confidential and shall not become public record.] The appropriate City Department or Supervisor shall conduct an informal investigation of the complaint with Complainant. The City and Complainant will not discuss the specifics of this case with anyone public or private.