

**ENLARGED HEPZIBAH PSD
PO DRAWER H
HEPZIBAH, WV 26369
18 SABLE CIRCLE
REYNOLDSVILLE, WV 26422
304-623-2217**

FRED MARTIN, CHAIRMAN
SHARON HAMILTON, SECRETARY

DARLENE SWIGER, TREASURER
KEVIN SHORT, GENERAL MANAGER

COMPLAINT RECORD

Account #: _____ Date: _____ Time: _____ AM/PM

Complaint made by: _____

Address: _____ Telephone: _____

Nature of Complaint: _____

Location of Complaint: _____

Witness: _____ Date: _____

Complaint taken by: _____ Date: _____

FIELD REPORT

Person Investigating: _____

Date: _____ Time: _____ AM/PM

Conditions Found: _____

Actions Take: _____

Signature: _____ Date: _____