PLANNING ENFORCEMENT COMPLAINT FORM

REFERENCE ..... **Date ..... /..... /……**
(For Office Use Only)

Your Name .....

Your Address .....

..... Daytime Telephone .....

DETAILS OF COMPLAINT

Address of Site.....

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Name of Operator (if known)……

Contact telephone of Operator (if known)……

Please give details of the operations/use taking place

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Continue overleaf if further information is available

Please Note

- It is the Council's policy not to investigate anonymous complaints, complaints must be made in writing.
- Your complaint will be acknowledged and we will endeavour to make an initial visit to the site and to reply to you within 10 working days.
- Your confidentiality will be respected.
- **Return this form to: Manager of Planning and Environment, North West Leicestershire District Council, Council Offices, Coalville, Leicestershire, LE67 3FJ**