

# CITIZENS COMPLAINT FORM

Regarding Problems Associated with  
Abandoned and Dilapidated Properties  
in Raleigh County

The following information **must** be submitted before a complaint will be accepted and investigated.

1. Complainant Information
  - a. Name, Address and Telephone Number of Complainant
  
2. Property Owner Information
  - a. Name and Mailing Address of Property Owner(s)
  
3. Property Information
  - a. Location of Property (Street Address, Town)
  - b. Tax District, Tax Map and Tax Parcel Number
  
4. Pictures of subject property, with description of the hazard(s) that exist.
  
5. Signed and Dated Complaint Form

**CITIZENS COMPLAINT FORM**

**1. Citizen Making Complaint**

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone # \_\_\_\_\_

**2. Name and Address of property Owner(s)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**3. Location of Property**

Physical Street address: \_\_\_\_\_

Tax ID Information: Tax District \_\_\_\_\_

Tax Map \_\_\_\_\_

Tax Parcel(s) \_\_\_\_\_

**4. Describe the scope and nature of any hazardous conditions on this property which threatens the public health, safety and welfare of the community.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Signature of Complainant \_\_\_\_\_

6. Signature Date \_\_\_\_\_

Return this form to:

Raleigh County Abandoned Building Agency  
116 ½ North Heber Street  
Beckley, WV 25801