

**CITY OF BEVIL OAKS  
ORDINANCE VIOLATION  
COMPLAINT FORM**

Address of Potential Violation: \_\_\_\_\_

**Type of Violation:**

High grass/weeds (#216)    Trash/Litter (#216)    Vehicle (#199)    Dead/dying tree (#216)

Other: \_\_\_\_\_

YOUR Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

**No Anonymous complaints will be accepted!**

**OFFICE USE ONLY:**

Office Personnel Received: \_\_\_\_\_ Date Received: \_\_\_\_\_

Entered into database  
 Given to Code Enforcement

Code Enforcement Reviewed      Date: \_\_\_\_\_

NO VIOLATION Reason: \_\_\_\_\_

Violation FOUND; Proceed with proceedings  
 Pictures taken

Once complete, regardless  
of outcome, give back to  
Court Clerk

Code Enforcement Officer: \_\_\_\_\_

No Violation; entered into spreadsheet and final out  
 Violation Found; letter sent with pictures Certified #: \_\_\_\_\_

Court Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

**2<sup>nd</sup> NOTICE:**

Reviewed File  
 2<sup>nd</sup> Notice Sent with pictures Certified #: \_\_\_\_\_  
 Make complete copy of file for Attorney  
 Is the Affidavit and PC in file?  
 Court Date Set: \_\_\_\_\_  
 Judge's Office Informed of Date    Attorney's Office Informed of Date    Officer Informed

Court Clerk: \_\_\_\_\_ Date Finalized: \_\_\_\_\_