

COMPLAINT FORM

TO: SMYTH COUNTY BUILDING INSPECTION
121 BAGLEY CIRCLE, SUITE 120, MARION, VA 24354

FROM: _____ PHONE _____

MAILING ADDRESS: _____

DESCRIBE HOW TO DRIVE FROM THE SMYTH COUNTY OFFICE BUILDING TO THE SITE
ABOUT WHICH COMPLAINT IS BEING MADE: _____

NAME /ADDRESS OF OWNER OF SITE OR CONTRACTOR ABOUT WHICH COMPLAINT IS BEING
MADE: _____

_____ PHONE _____

ARE YOU PRESENTLY THE TENANT/RENTING THIS SITE? Yes _____ No _____

HAVE YOU CONTACTED THE OWNER OR CONTRACTOR AND ASKED THEM TO CORRECT THE
PROBLEM? Yes _____ No _____

COMMENTS: (Explain the nature of your complaint or concerns. If more room is needed, attached another
sheet of paper.)

SIGNATURE _____ DATE _____

Smyth County Building Inspection will investigate your complaint or concerns and contact you with the results of the investigation at your phone or mailing address as listed above in this form. During the investigation, the building owner and/or contractor will be contacted by Smyth County Building Inspection.