



NOISE COMPLAINT RECORD FORM



In order to assist Officers of this Service in investigating your complaint you are asked to keep a record of the noise problem that is troubling you. Please keep a note below and on a separate sheet if necessary of the date when the noise occurs, the time it starts and finishes, and the way in which it affects you.

Remember that any action taken by the Local Authority could eventually end up being dealt with in Court. It is important that accurate records are kept and specific times when the noise effects you, are noted. Phrases such as "all the time", "every day", should be avoided. If action is taken in Court you will have to be prepared to produce and give evidence of the alleged nuisance.

Your Details

Name
Address
..... Tel No

Source of Noise Details

Name
Address
..... Tel No

| Date | Starts | Finishes | Type of Noise | How it affects me |
|------|--------|----------|---------------|-------------------|
| | | | | |

I certify that the above record is a true statement of the noise complained of.

Signed Dated

| Date | Starts | Finishes | Type of Noise | How it affects me |
|------|--------|----------|---------------|-------------------|
| | | | | |

I certify that the above record is a true statement of the noise complained of.

Signed Dated