

**CITY OF HARTLAND
CITIZEN/EMPLOYEE COMPLAINT FORM**

Please select the area in which this complaint concerns;

- | | |
|--|---|
| <input type="checkbox"/> Park & Recreation | <input type="checkbox"/> Neighbor |
| <input type="checkbox"/> Public Works | <input type="checkbox"/> City Hall |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Other (please specify) _____ |

All personal information will be kept strictly confidential.

Name: _____ Phone: _____

Address: _____ Date: _____

Please indicate below your complaint or concern:

Signature of Complainant: _____

Office Use Only

Employee Handling the Complaint: _____ Date Recd: _____

Action Taken: _____

PLEASE RETURN COMPLETED FORM TO THE CITY CLERK!