



121 Alder St., SW * Ephrata, WA 98823 * Phone 509/754-4601 Fax 509/754-0912 * ephrata.org

City of Ephrata Code Complaint Form

☐ Yes ☐ No Is this an urgent situation that is creating an immediate hazard to the life and safety of you or the public, or is possible police intervention needed; If yes, please explain: _____

Location of Violation:

Address: _____ Property Owner(S) name.: _____

DESCRIBE IN **DETAIL** THE COMPLAINT OR CODE VIOLATION: _____

How long has the condition existed: _____

What steps have **you** already taken to resolve this problem? _____

Reporting Party Information:

Name: _____ Phone No. _____

Signature: _____ ☐ Yes ☐ No Would you like to be informed of action taken?

**if contact information is not submitted and violation information is unclear Code Enforcement may not be able to pursue the complaint.*

☐ Yes ☐ No I would like to remain anonymous.

Under the Public Records Act, chapter 42.56 RCW, the information provided on a code violation complaint form is subject to public disclosure. Information revealing the identity of persons who are witnessed to crimes or who file complaints with investigative agencies may be withheld from a disclosure under RCW 42.56.240(2) if you indicate a desire to remain anonymous, the City will seek to redact your identifying information from public records related to this complaint, but cannot promise anonymity. Moreover, in some circumstances anonymity may not be possible, such as if you are called as a witness in an enforcement action

NOTE:

- Code Enforcement may need to contact you for additional information .
- Weeds must be over 12 inches tall to be considered a violation.
- Incomplete forms will not be addressed until **ALL** information is received.
- Street Parking, Animal (barking; strays; etc) and Graffiti must be reported to MACC 509-762-1160