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| OFFICE USE ONLY |
| Environmental Health Unit |

**NUISANCE INVESTIGATION REQUEST FORM**

**CUSTOMER CONTACT DETAILS**

(Please complete details clearly)

|  |  |  |  |
| --- | --- | --- | --- |
| Given Name: |  | Surname: |  |
| Address: |  |
|  |
|  |
| Home Telephone: |  | Mobile: |  |
| Work Telephone: |  | Email Address: |  |
| **SOURCE DETAILS** |
| Address of Nuisance Source: |  |
| **Type of Nuisance:****(please tick appropriate box below)** |
| ***Fill out Log Sheet for a minimum 7 days for the following types of nuisance:*** |
| Light |  |  |
| Noise |  |  |
| Smoke |  |  |
| Dust |  |  Describe: |  |
| Odour |  |  |  |
|  |
| Have you attempted to resolve this matter yourself? | Yes |  | No |  |  |
|  |
| **I wish to lodge a investigation request in relation to the details I have provided** |
| Signed: |  | Dated: |  |
| *Please note:*1. *The Douglas Shire Council is subject to the Right to Information Act 2009 and Information Privacy Act 2009.*
2. *All noise complaints will be dealt with in order of priority.*
3. *Should legal action be necessary, you may be required to give evidence in Court.*

***Douglas Shire Council – Information Privacy Statement***Your personal information has been collected for the purpose of investigating your complaint. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law. |

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| **LOG SHEET** |
| Date | Time | Duration | Source | Characteristics | Your location(i.e. where you are experiencing the nuisance) | Description of Disturbance |
| *25/8/2011* | *09:00* | *09:30* | *30 mins* | *Pool pump* | *steady, intermittent, high pitch, low pitch..* | *In my bedroom* | *Could clearly hear pool pump with all doors and windows closed* |
| *25/8/2011* | *01:00* | *01:45* | *45 mins* | *Construction site* | *Small, fine, red particles* | *My back garden* | *Excavation works on a development site, No water trucks visible*  |
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| **LOG SHEET** |
| Date | Time | Duration | Source | Characteristics | Your location(i.e. where you are experiencing the nuisance) | Description of Disturbance |
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