

## **CONTRACTOR COMPLAINT FORM**

Original notarized form must be submitted

AND ZONING SERVICES

DEPARTMENT OF BUILDING 111 N Front Street, Columbus, Ohio 43215

## Attn: Secretary of the Board for:

Skilled Trades Review Board (Mechanical, Electrical, Plumbing)	(614) 645-6340
General and Home Improvement Contractors Board	
Unlicensed or Unregistered Contractors;Building Compliance Section	(614) 645-1733

If you have questions, please contact the phone number for the above checked trade.

DATE: \_\_\_\_\_

## **ADDRESS OF SITE WHERE WORK WAS PERFORMED:**

<b>COMPLAINANT INFOR</b>	MATION:	
Name:		
Address:		
		iness Phone:
	e Department of Building and Z	Coning Services, please indicate the date when you witnessed
PROPERTY OWNER IN	FORMATION (Complete if	<u>`different than complainant):</u>
Name:		
Address:		
Business Phone:	EMail Address:	
<b>CONTRACTOR INFORM</b>	IATION:	
Name:		License or Registration number:
Name of Company:		
Company Address:		
Business Phone:	EMail Address:	

## **ADDITIONAL INFORMATION:**

Were you informed by a representative of the company that they w YES NO To your knowledge, did the contractor obtain the proper permit(s	
Were you supplied with a written contract? YES NO Wa	s the contract signed by you? YES NO
What was the original date of the agreement or contract?	
What date was the job initiated? What date was the job initiated? What date was the job initiated?	date was the job completed?
Did anyone other than the contractor purchase any of the materia	als? YES NO If yes, by whom:
<b>WRITTEN COMPLAINT:</b> Please describe your complaint regarding the work completed and complaint. (i.e.: contract or agreement, permit forms, inspection	d include copies of any documentary evidence to support your reports, notes, front and backs of cancelled checks, etc.)
The information supplied on this form is true to the best of my kn	nowledge.
Signed:	Date:
Sworn to before me and subscribed to in my presence this	day of, in the year of
Notary	My commission expires
Notary seal here:	
For office use only:	
Reviewed by:	Date: