

# Mason County Investigation Report Form

Case Number: \_\_\_\_\_ Parcel Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Violation Site Address: \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Tenant/Contractor/Operator on site: \_\_\_\_\_

Complaint Received by : Phone \_\_\_\_\_ Email \_\_\_\_\_ Website \_\_\_\_\_ In Person \_\_\_\_\_

Directions to Site: \_\_\_\_\_

\_\_\_\_\_

Description of Concern: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

XX

Department of Concern: Building \_\_\_\_\_ Planning \_\_\_\_\_ Fire \_\_\_\_\_ Public Works \_\_\_\_\_  
Solid Waste \_\_\_\_\_ Onsite \_\_\_\_\_ Wells \_\_\_\_\_ Food \_\_\_\_\_ Other \_\_\_\_\_

Investigation Date and Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***Under Chapter 42.56 RCW, the Public Records Act, a Complaint Form is a public record subject to disclosure. You, as a complainant, may request that your identity not be disclosed to the public. If you request that the Community Services Department not disclose your identity, the department will attempt to honor your preference, but makes no assurances that your identity will not be made public. Additionally, if the complaint results in a case being filed in court, you will most likely be named a witness and your identity will therefore be disclosed.***

Mason County investigates possible violations on a complaint basis only. Therefore, the name of the person filing the complaint should be provided.

**Please Check One of the Following Lines:**

Please do not disclose my identity. I understand that disclosure may be required by court order or if this matter goes to court.

You may disclose my identity.

Name (please print): \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Signature of Complainant: \_\_\_\_\_ Date: \_\_\_\_\_