



**Village of Midlothian**  
**Citizen Complaint/Concern**



**Suggestion/Remark (please include date, time, location. etc.)**

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**Requested by:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Taken by: \_\_\_\_\_ Phone \_\_\_\_\_ In Person \_\_\_\_\_ Letter \_\_\_\_\_

**Village Response**

Referred to: \_\_\_\_\_ Date: \_\_\_\_\_

Action Taken:

\_\_\_\_\_ FYI    \_\_\_\_\_ No Action Needed    \_\_\_\_\_ Per Your Request    \_\_\_\_\_ Work Order Issued

Other: (Please Specify) \_\_\_\_\_

**Comments:**

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Was citizen notified?    Yes    No    How was the person responded to? \_\_\_\_\_

By Whom: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit your original form to the Village Hall