



Village of Midlothian
Citizen Complaint/Concern



We welcome any suggestions or remarks concerning the grounds, facilities and personnel of the Village of Midlothian.

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

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:

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

By Whom: _____ Date: _____

Please make a copy for the President and give the original to the Office Manager.