



CODE ENFORCEMENT VIOLATION FORM

Jonestown Borough
 295 S. Mill St.
 Jonestown, PA 17038
 Jonestown, PA
 Phone: 717-861-5414 Fax: 717-865-0154
 E-mail: boro@jonestownpa.org

Please complete this form and return it to the above address. Provide as many relevant details as possible including specific address. **A SIGNED VIOLATION FORM IS NECESSARY BEFORE THE CODE ENFORCEMENT OFFICE CAN INVESTIGATE, UNLESS A LIFE THREATENING ISSUE EXISTS OR IF IT IS OTHERWISE DEEMED APPROPRIATE TO ACT.**

Section 1: Violation Location Information If you do not know specific address, be as descriptive as possible of location.	Address of property violation:
IF KNOWN:	Parcel #: _____ Property Owner: _____ Name of Resident: _____ Contact Phone Number: _____

Section 2: Violation Summary & Additional Information	Write/explain violation below; and how long has this existed?
The violation must be visible from the public right of way; or you must indicate that you would like us to contact you for permission to view the site from your property.	I give you permission to view the site from my property ____ YES ____ NO Contact: _____ Contact Phone: _____
	I request that an acknowledgement be sent to my address; so I know that you have received my form _____ YES _____ NO
____ <i>Please</i> send my confirmation by email to this address.....	Address: _____

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