



LONGSWAMP TOWNSHIP

BERKS COUNTY
1112 STATE STREET
MERTZTOWN, PENNSYLVANIA 19539-9101

OFFICE HOURS DAILY - MONDAY THRU FRIDAY 9:00 A.M. TO 4:00 P.M. - - - PHONE 610-682-7388
FAX 610-682-9067

RESIDENT COMPLAINT FORM

COMPLAINT NUMBER _____
(current year)

PROJECT NUMBER _____
(if applicable)

DATE: _____

TWSP #: _____

YOUR NAME: _____

PHONE: _____

YOUR ADDRESS: _____

YOUR SIGNATURE: _____

Please tell us the nature of your complaint or concern. Please be as specific as possible and give us a location that is as exact as possible. If you can furnish us with a street address and the name of the property, it will help us in attempting to resolve this as soon as possible. PLEASE NOTE THAT YOUR COMPLAINT IS NOT CONFIDENTIAL.

If your complaint or concern is related to an immediate threat or danger to public safety and/or welfare, we will expedite this to priority level for resolution. Other issues may require an extended period of work by Township personnel to resolve. We ask for your understanding and patience in these matters. Please feel free to contact us for an update on your complaint during business hours.

LONGSWAMP TOWNSHIP
BOARD OF SUPERVISORS