

22. DETAILS OF YOUR COMPLAINT. Briefly list all of the specific items that form the basis of your complaint. **Do not** attach lengthy court pleadings, binders or other bulky material. See below for documents required by the Department to process your complaint. If additional documentation is needed, it will be requested by separate correspondence.

1.)

23. Enclose copies of the following documents to support your complaint. Failure to do so will cause unnecessary delays. Check below which documents you have enclosed. **All documents received from you become the property of the Department and will not be returned to you.**

Building Inspection Report:

Enclosed

To Be Mailed Later

Permit Application

All Building Contracts, Purchase Agreements, Change Orders and Amendments

Canceled Checks, Closing Statement, Receipts, Sworn Statements --Please copy both sides of checks to show endorsement by payee.

I give my permission to the Department of Energy, Labor & Economic Growth to release all relevant information and records for use in the review of my complaint.

YOUR SIGNATURE

DATE OF SIGNATURE

Authority: PA 299 of 1980, as amended.
This form is designed to assist you in outlining a complaint completely and concisely, but there is no penalty for failing to submit it.

DELEG is an equal opportunity employer/program.
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