

## DRAINAGE COMPLAINT FORM

Complaint Date: \_\_\_\_\_ Time: \_\_\_\_\_  AM  PM

Resident/Complainant Name: \_\_\_\_\_

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

Parcel # \_\_\_\_\_ Email: \_\_\_\_\_

Is this the first time this has been reported?  YES  NO

Has someone inspected the complaint before?  YES  NO

Property Type:  Commercial  Farm  Residential

Detailed description of the problem:

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Date of Site Inspection: \_\_\_\_\_

Action Taken/Date:

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Completed By: \_\_\_\_\_

If you are seeking advice on solving a drainage concern, please complete this form with detailed information related to the problem you are experiencing. Drainage concerns will no longer be received by a phone call. The completed form can be mailed to the Village of Harrison, placed in our drop box at W5298 State Road 114, Menasha WI 54952, or emailed to [jfunk@harrison-wi.org](mailto:jfunk@harrison-wi.org). Staff will contact you after an assessment of the area of concern has been completed to provide suggestions on improving your drainage.