



**TOWN OF ULYSSES**  
10 Elm Street, Trumansburg, NY 14886  
ulysses.ny.us

Town Supervisor (607) 387-5767, Ext 232 supervisor@ulysses.ny.us  
Code Officer (607) 387-5767, Ext 231 code@ulysses.ny.us

## VIOLATION COMPLAINT FORM

**PLEASE READ DIRECTIONS CAREFULLY:**

1. ALL information must be completed before Town Staff will investigate your complaint.
2. DO NOT use general statements in the location description of the (i.e. "ditch in front," "house next door to mine"). This office MUST have an accurate house number and address to investigate a violation.
3. Please be as VERY SPECIFIC in the description of the violation, providing violated Town or Building Code article and section numbers, if possible.

**Please be as complete as possible, missing information may delay processing of this complaint.**  
***Complaints are confidential.***

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Reported by: \_\_\_\_\_

Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_  
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Address of Violation: \_\_\_\_\_

Nature of violation (if known):  Building code  Zoning  Construction site  Non-stormwater discharge

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Code Article# and Section#, if available: \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_

**(REQUIRED)**

----- FOR  
INTERNAL OFFICE USE ONLY

Received by: \_\_\_\_\_ Date/time \_\_\_\_\_ Deliver to: \_  
received: \_

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