

OFFICE OF THE CITY PROSECUTOR



810 EAST OVERLAND
EL PASO, TX 79901-2560
(915) 546-2991

Date _____

SUBJECT: CITIZEN'S COMPLAINT - NOISE

This is in response to your complaint regarding subject violation.

The attached forms must be completed, signed, sworn to and returned to this office before your complaint can be evaluated. Include a sworn statement from each witness, if any.

In order to avoid the expense of a notary public, you may make arrangements with this office to bring the forms in personally and have signatures notarized free of charge.

Return the completed forms with a copy of the police report to this office. Copies of police reports may be obtained at the El Paso Police Department, Identification and Records Division, 911 N. Raynor. For additional information, you may contact them at 564-7200.

You will be informed as expeditiously as possible whether or not the evidence is sufficient to warrant prosecution. If you have any questions, please call us at 546-2992.

Sincerely,

City Prosecutor's Office

Attachments



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El Paso, TX 79901
(915) 546-2992

Type or Print Only

NOISE COMPLAINT T

Section 1: Subject Information (It is important that this information is accurate)

Subject's Name: _____ Address: _____
(Dog Owner(s)) El Paso, TX 799 _____

Section 2: Complainant Information (your information)

Complainant's Name: _____ Address: _____
El Paso, TX 799 _____
Work Telephone Number: _____
Home Telephone Number: _____

Section 3: Witness Information (individuals, other than yourself, that witnessed the incident).

Witness' Name: _____ Address: _____
El Paso, TX 799 _____
Telephone No. _____

Section 5: Completion of Noise Log

Read the following instructions before completing Noise Log on page 2.

The log must be kept for no longer or no less than 48 continuous hours. It is not necessary to stay up all night to monitor noise; just note when the noise annoys you. Log must be kept in the following manner:

- Date
- * Indicate specific dates when the dog barked (i.e.; April 2, 1999)
- Time
- * Indicate each and every time the noise was annoying (i.e.; 4:00 a.m., 12:00 p.m.)
- Type of Noise
- * Indicate the kind of noise the dog made (i.e.; barked, howled)
- Duration of Noise
- * Indicate how long noise was made (i.e.; 5 minutes, 10 minutes)

Upon completion of the log (after 48 hours), return to the City Prosecutor's Office.

Bear in mind that the prosecution has the burden of proving offenses; including noise ordinance violations, beyond a reasonable doubt. Accordingly, it is recommended that you have additional witnesses from the neighborhood complete these forms as well. Otherwise, it may become a situation where it is your word against the offending party.

COMPLETE NOISE LOG ON PAGE 2.

The following noise log must be completed by everyone who witnessed the incident. Log may be reproduced for additional witnesses or a separate sheet of paper with the requested information may be used.

NOISE LOG

OFFENDER: _____ **ADDRESS:** _____

DATE	TIME	TYPE OF NOISE	DURATION OF NOISE

By signing this log, you are stating:

- At times indicated on the log, the noise of the particular address complained about was loud and annoyed or disturbed you personally.
- If legal action is taken and a trial set, you will be required to testify based on your verification of the evidence contained in this log.

If you are in agreement, sign below.

_____ **Complainant's Signature**

_____ **Date**

The following statement must be completed by everyone who witnessed the incident. Statement forms may be reproduced for additional witnesses or a separate sheet of paper with the requested information may be used.

All statements must be signed before a notary public.

