

Noise Complaint Evidence Documentation

Dear Resident,

In response to your complaint regarding noise, we are asking you to fully and accurately complete the following questions and noise log to assist the By-law Enforcement Officer with their investigation. This documentation may be used in court proceedings; therefore you must be willing to testify in court.

Please use the following instructions to complete the evidence papers.

- Document the disturbance for a minimum **14 day period** or longer using the attached activity log including date and time the activity started and ended.
- State the type of activity and how the activity is disturbing you.
- This form must be filled out the person who is affected by the activity and prepared to testify in court.
- Please ensure that you have the correct address of where the noise is originating from.
- Please make a duplicate copy for your records and send a copy to:

**By-law Enforcement Division
Planning and Building Services
PO Box 3012, 50 Church Street
St. Catharines, ON L2R 7C2**

OR

Email: pbs@stcatharines.ca

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Your Name: _____

Address: _____

Phone Number:

Home: _____ Work: _____ Cell: _____

Address where the noise is originating from:

Name of property owner or business: _____

Description of noise (i.e. music, construction etc.)

How is the noise disturbing you?

Other Comments:

I agree that by filing this statement with the City of St Catharine's By-law Enforcement, I will attend court and testify to the matter described above.

COMPLAINANT

Name (Print): _____

Signature: _____

Date: _____

Witness Noise Log

Complainant's Name: _____

Address where noise is originating from: _____

[illegible]

[illegible]