Fill out this form and drop in Lobby Box.

Date _____

IPNTA

TENANT COMPLAINT FORM

NAME OF TENANT: _____

ADDRESS: _____

EMAIL ADDRESS _____

CATEGORY OF COMPLAINT: _____
(i.e. elevator, maintenance, security)

DETAILS OF COMPLAINT: _____

_____

_____

_____

_____

_____

PERSON(s) NOTIFIED: _____

ACTION(s) TAKEN: _____

_____

_____

_____

_____

_____

RESOLVED: Yes ☐   No ☐   In Process ☐