TOWN HOMES KINGSTON
KINGSTON MUNICIPAL NON-PROFIT HOUSING CORPORATION

Tenant Complaint Form

To register an incident or complaint regarding any of our units, please complete one of the following:
1. Write a letter
2. Fill out this form

Please note – we cannot act on complaints received without both your name and signature

Your Name: **Today's Date:**

Your Address:

What happened? Please include details including unit number, parties involved etc

Date of Incident: **Time of Incident:**

What was said?

Were police called? Yes ☐ No ☐ **Were there any witnesses?** Yes ☐ No ☐

Was anyone hurt? Yes ☐ No ☐ Please record details.

Was anything damaged? Yes ☐ No ☐ Please record details.

Feel free to record any other comments here and/or on reverse.

Signature

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