

**Reference:**

In order for council to investigate this complaint the following details must be submitted:

- a fully completed complaint form that contains at least 14 days worth of barking noise data

*Please note that anonymous or incomplete complaints may not be investigated*

1. Complainant details			
Surname	Given names		Date of birth
Postal address			
Suburb		State	Postcode
Business phone	A/H phone	Mobile	
Email address			Fax

2. Complaint information
Location of property where noise is occurring
Description of dog/s causing noise (e.g. Black & white, medium, border collie)
Number of dogs causing noise

3. Details of animal noise		
When does the dog noise occur?		
<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Periodically		
Day/s noise is usually heard		
<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday		
<input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday		
When does the dog noise occur?		
<input type="checkbox"/> During the day <input type="checkbox"/> During the night		
<input type="checkbox"/> When people/objects come near the fence <input type="checkbox"/> When the owner is not home		
<input type="checkbox"/> Other (incl. description)		
Other details		
Have you approached the owner about the noise?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you sighted the dog/s making noise?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
How long have you been neighbours?		
When did the noise first become noticeable?		
What has changed that has caused the issue?		

<b>Privacy</b> Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the <i>Local Government Act 2009</i> and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with council's privacy policy.
---

**www.sunshinecoast.qld.gov.au** | mail@sunshinecoast.qld.gov.au | T 07 5475 7272

**Postal address** Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

**Caloundra office** 1 Omrah Avenue Caloundra Qld 4551

**Maroochydore office** 10 First Avenue Maroochydore Qld 4558

**Nambour office** Corner Currie and Bury Streets Nambour Qld 4560

#### 4. Requirements of lodging complaint

- I have communicated with the dog owner to advise of the Barking issue (please provide date and time of conversation or copy of any correspondence)
- I have fully completed the barking dog log for a period of at least 14 days

#### 5. Declaration of applicant

I acknowledge that this information provided by me will be used by Sunshine Coast Council as evidence to substantiate the dog noise nuisance from the above address. I am prepared to attend court as a witness to give evidence regarding all matters relating to allegations that I have made concerning the dog/s on the above property barking excessively.

Signature	Date
-----------	------

**Please note:** The below information will be used to assist council in assessing the level of the barking nuisance. This information will be used to schedule activities such as inspections at the property to assess the noise.

#### 6. Animal noise diary

Date	Time nuisance occurred (in am/pm)	Duration of noise (in minutes)	No of barks (Description)	How noise affected you (e.g. loss of sleep)	Reason for noise (e.g. owner not home, wandering cat, visitors on property)
Examples of accepted and unaccepted information					
06/10/11	am	All day	Loud	Annoyed	Don't know
06/10/11	9.15am	7 minutes	Constant	Could not sit outside	Kids walked past at 9am
07/10/11	9.00am	10 minutes	150 barks	Could not hear phone	Owner left at 9am



**6. Animal noise diary**

<b>Date</b>	<b>Time nuisance occurred</b> <small>(in am/pm)</small>	<b>Duration of noise</b> <small>(in minutes)</small>	<b>No of barks (Description)</b>	<b>How noise affected you</b> <small>(e.g. loss of sleep)</small>	<b>Reason for noise</b> <small>(e.g. owner not home, wandering cat, visitors on property)</small>
<b>Examples of accepted and unaccepted information</b>					
<del>06/10/11</del>	<del>am</del>	<del>All day</del>	<del>Loud</del>	<del>Annoyed</del>	<del>Don't know</del>
06/10/11	9.15am	7 minutes	Constant	Could not sit outside	Kids walked past at 9am
07/10/11	9.00am	10 minutes	150 barks	Could not hear phone	Owner left at 9am

**OFFICE USE ONLY**

<b>Animal ID</b>	<b>Property No</b>	<b>Request No</b>	<b>Officer Assessment</b>	<b>Date stamp</b>