

**Property Maintenance Violation**

City of Mexia - Code Enforcement  
101 N McKinney Mexia, Texas 76667  
Phone: 254-562-4180

In accordance with department policy property maintenance complaints shall be made in writing and contain the name(s) of alleged violator, name(s) of property owner (if different from alleged violator), contact information and specific allegations of wrong doing. All complaints must be signed and dated.

**Type of Violation:** (check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Vehicle; On-Street Violation  | <input type="checkbox"/> Vehicle; Off-Street Violation | <input type="checkbox"/> Junk/Junk Cars   |
| <input type="checkbox"/> Dangerous Building            | <input type="checkbox"/> Illegal Construction          | <input type="checkbox"/> Zoning Violation |
| <input type="checkbox"/> Weeds and Grass over 12" high | <input type="checkbox"/> Noxious Weeds (identify)      | <input type="checkbox"/> Trash/Garbage    |
| <input type="checkbox"/> Other: _____                  |  |   |

**Alleged Violator Information:**

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Property Owner Information (if different from Alleged Violator):**

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Complainant Information:**

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**Complainant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>OFFICE USE ONLY:</b>	
DATE RECEIVED: _____	DATE OF INSPECTION: _____
NAME OF COMPLAINANT CONTACT: _____	
NAME OF RESPONDENT CONTACT: _____	
ACTION TAKEN: _____	
_____	
RESULTS: _____	
_____	