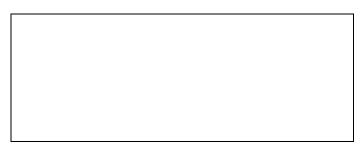
## DIARY RECORD FOR NUISANCE COMPLAINTS South Holland District Council Environmental Protection Team Environmental Protection Act 1990

This is a form provided in connection with your complaint to enable you to keep a record of the nuisance. It is essential that you keep an **accurate** record for **one month** of the dates, times and duration of the problem, and also give a description of its nature and describe how you are being affected. Please give as much information as possible, the top two lines give an example. If the record sheets are not returned it will be assumed that the nuisance has been resolved.

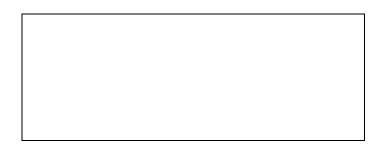
Please ensure that you make a record at the time when the annoyance occurs, or as soon afterwards as is reasonably practicable. The information provided maybe used as evidence in court.

Provision within the act enables you to go direct to a magistrate's court should you so wish to do so.

## Form completed by:



Source address and nature of the nuisance (please complete):



Case Officer:	
Date:	
Case Reference:	

I/we certify that the following entries are a true record of events.

I/we consent to the information on the sheets being shared with other agencies if necessary. I understand that these details may be used as evidence in court if formal action is taken.

Signed:	

Date:
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Date	Time Started	Time Finished	Description of alleged nuisance	Where were you affected	How were you affected	General observations	Initials
1 May	23:00	01:30	Loud music	Bedroom	I was woken up and couldn't get back to sleep	Very heavy bass base windows rattle	
14 May	11:00	16:30	Smoke from bonfire	Garden and house	Had to close windows and couldn't use garden.	Smoke got into house. I could smell it for over 2 hours.	

Date	Time Started	Time Finished	Description of alleged nuisance	Where were you affected	How were you affected	General observations	Initials

Date	Time Started	Time Finished	Description of alleged nuisance	Where were you affected	How were you affected	General observations	Initials