



P.O. Box 525 - Potlatch, ID 83855 - (208) 875-0708

FAX (208) 875-0130

potlcity@potlatch.com

REQUEST FOR INQUIRY / WORK ORDER REQUEST

Requested by: Name: _____ Phone: _____

Mailing Address: _____

Topic:

- | | | |
|---|--|--|
| <input type="checkbox"/> Abandoned/Disabled Vehicle | <input type="checkbox"/> Irrigation | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Animal Control | <input type="checkbox"/> Municipal Water | <input type="checkbox"/> Street Obstructed |
| <input type="checkbox"/> Building without a Permit | <input type="checkbox"/> Noise/Glare/Vibration | <input type="checkbox"/> Tree/Branches |
| <input type="checkbox"/> Dumping | <input type="checkbox"/> Parking in Street | <input type="checkbox"/> Weeds |
| <input type="checkbox"/> Garbage/Rubbish | <input type="checkbox"/> Other: _____ | |

Address/Location of Issue: _____

Name of Responsible Party: _____

Incident Detail/Comments: _____

_____ See attached for incident detail/comments

Inform me of Outcome / Action? No Yes (method: phone mail)

Once submitted to the City, this document becomes a public record and may be obtained by any individual(s) in accordance with Idaho State Code 9-338.

Office Use Only

Request received by _____ Date _____ Time _____

Routing: Clerk's Office Police Public Works Other: _____

Date Resolved: _____ Requestor Informed? phone mail Date _____

(See Back of form for Resolution Outcome & Review Log)


