



1155 Red Fox Road | East Stroudsburg | Pennsylvania 18301

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[www.smithfieldtownship.com](http://www.smithfieldtownship.com)

**REQUEST FOR ACTION**  
**CITIZEN INFORMATION**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**COMPLAINT INFORMATION**

Location/Address: \_\_\_\_\_

Description of Complaint: \_\_\_\_\_

\_\_\_\_\_

**FOR TOWNSHIP USE ONLY**

Complaint No: \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Investigated: \_\_\_\_\_

Action Taken: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*WHEN COMPLETED RETURN TO FRONT OFFICE**