Please print clearly in BLOCK LETTERS with a black pen. Please tick ☑ the appropriate boxes.

1 Your details					
* Your name:					
* Address- house/ unit number:					
* Street:					
* Town/ locality:					
* Post code:					
* Daytime contact details- Phone:					
Mobile:					
2 Dog details					
Owner of dog					
* Address- house/ unit number:					
* Street:					
* Town/ locality:					
* Post code:					
* <b>Description of dog:</b> (including colouring/markings, breed if known, and any known identifying features)					

<sup>\*</sup> Denotes mandatory fields. Council Rangers cannot proceed to investigate complaint without this information.

## 3 Preliminary efforts

Refer to the excerpt below from the New South Wales Environment Protection Authority booklet 'Dealing with barking dogs' which details steps to take to reconcile barking dog situations prior to contacting Council.

Talk to the dog's owner:

The dog's owner may not have realised that their dog is bothering you, and in many cases, will be happy to work with you to solve the problem.

Contact a Community Justice Centre:

If the problem persists, you may contact a Community Justice Centre (CJC). These are government-funded but independent centres that specialise in settling differences between neighbours without entering into complicated legal processes. They will suggest mediation, where you meet with the dog's owner and a CJC representative to try and solve the problem. This process will not cost you any money and has a high success rate.

* Detail all efforts made by yourself to reconcile the situaton prior to contacing Council (attach evidence of mediation efforts):						

\* Denotes mandatory fields. Council Rangers cannot proceed to investigate complaint without this information.

## Diary

The diary must be filled in over a **minimum** of seven days and the dog must be identified and all information accurate.

DATE	TIME BARKING STARTED	DURATION OF BARKING	TYPE OF BARKING (Yelping/holwing)	COMMENTS (Person home/absent at residence during barking etc)

<sup>\*</sup> Denotes mandatory fields. Council Rangers cannot proceed to investigate complaint without this information.

DATE	TIME BARKING STARTED	DURATION OF BARKING	TYPE OF BARKING (Yelping/holwing)	COMMENTS (Person home/absent at residence during		
				barking etc)		
4 Statement details						
I wish to state that the barking of the above-mentioned dog is unreasonably affecting my peace and comfort in my premises. I agree to provide a written statutory declaration and act as a witness for Council in the Local Court if required.						
Signature			Date:	1 1		
Name			7			

<sup>\*</sup> Denotes mandatory fields. Council Rangers cannot proceed to investigate complaint without this information.