



CITY ATTORNEY  
300 N. Campbell  
El Paso, TX 79901  
(915) 212-0033

Type or Print Only

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NOISE COMPLAINT

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Section 1: Information for Person Who is Subject of Complaint (It is important that this information is accurate)

Subject's Name: \_\_\_\_\_ Address: \_\_\_\_\_  
El Paso, TX 799\_\_\_\_\_

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Section 2: Complainant Information (your information)

Complainant's Name: \_\_\_\_\_ Address: \_\_\_\_\_  
El Paso, TX 799\_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

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Section 3: Witness Information (individuals, other than yourself, that witnessed the incident).

Witness' Name: \_\_\_\_\_ Address: \_\_\_\_\_  
El Paso, TX 799\_\_\_\_\_

Telephone No. \_\_\_\_\_

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Section 4: Audio/Video Evidence

**In addition to the 'Noise Log' and the 'Complainant's/Witness' Statement' addressed below, the Noise Complaint should include audio/video recording(s) of the alleged violation(s). A DVD or USB thumb drive of the recording(s) should be included with the Noise Complaint packet.**

Section 5: Completion of Noise Log

Read the following instructions before completing Noise Log on page 2.

**The log must be kept for no longer or no less than 48 continuous hours. It is not necessary to stay up all night to monitor noise; just note when the noise annoys you. Log must be kept in the following manner:**

Date

- \* Indicate specific dates when the noise violation occurred (i.e.; April 2, 2021)

Time

- \* Indicate each and every time the noise was unreasonable (i.e.; 4:00 a.m., 12:00 p.m.)

Type of Noise

- \* Indicate the kind of noise (dog barking, loud music, etc.)

Duration of Noise

- \* Indicate how long noise was made (i.e.; 5 minutes, 10 minutes)

Upon completion of the log (after 48 hours), return to the City Prosecutor's Office.

Bear in mind that the prosecution has the burden of proving offenses; including noise ordinance violations, beyond a reasonable doubt. Accordingly, it is recommended that you have additional witnesses from the neighborhood complete these forms as well. Otherwise, it may become a situation where it is your word against the offending party.

The following noise log must be completed by everyone who witnessed the incident. Log may be reproduced for additional witnesses or a separate sheet of paper with the requested information may be used.

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### NOISE LOG

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OFFENDER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

DATE	TIME	TYPE OF NOISE	DURATION OF NOISE

By signing this log, you are stating:

- At times indicated on the log, the noise of the particular address complained about was loud and annoyed or disturbed you personally.
- If legal action is taken and a trial set, you will be required to testify based on your verification of the evidence contained in this log.

If you are in agreement, sign below.

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

The following statement must be completed by everyone who witnessed the incident. Statement forms may be reproduced for additional witnesses or a separate sheet of paper with the requested information may be used.



(FOR OFFICE USE ONLY) PROSECUTOR'S DECISION: