

City of New Castle  
220 Delaware Street  
New Castle, DE 19720



Phone (302) 322-9801

Fax: (302) 322-9814

www.newcastlecity.delaware.gov

E-mail: [bbarthel@newcastlecity.delaware.gov](mailto:bbarthel@newcastlecity.delaware.gov)

Complaint No. \_\_\_\_\_

**Complaint Form for General Items of Concern to New Castle Citizens\***

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

Nature of Complaint: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prior complaint? Yes or No

Date of Prior Complaint: \_\_\_\_\_

Complainant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: (h) \_\_\_\_\_ (w) \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Complainant Signature: \_\_\_\_\_

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

**Office Use Only:**

Status: \_\_\_\_\_ Pending \_\_\_\_\_ Resolved \_\_\_\_\_ Date

Closed due to: \_\_\_\_\_ Unfounded \_\_\_\_\_ Duplicate

Referred to: \_\_\_\_\_ Police \_\_\_\_\_ Public Works

\_\_\_\_\_ Health \_\_\_\_\_ Housing

\_\_\_\_\_ Building/Fire \_\_\_\_\_ Other

\*For Code Violation Complaints, please use the form designed specifically for this purpose.

Return completed forms to City Administrator at the above office address, or send via fax or e-mail.