

**BERKELEY COUNTY ENGINEERING/
BUILDING INSPECTIONS DEPARTMENTS
400 WEST STEPHEN STREET, SUITE 202
MARTINSBURG, WV 25401
TELEPHONE (304) 264-1966 FAX (304) 262-3128**

COMPLAINT FORM

I wish Berkeley County Engineering/Building Inspections to investigate a situation that I believe may be a violation of the Berkeley County regulations.

Description of situation: _____

Location: _____

Violator: _____

Address: _____

Telephone: _____

In making this complaint, I understand that the matter may be litigated.

Signature Date

Printed Name

Street Address

City, State, Zip

Phone Number

*Important - If at all possible, please provide photographs of the situation and date them. These can be used as evidence and also assist our office in locating the exact location as well as speed up our process.