

**Summer Village of Sandy Beach
In the Province of Alberta
Responsible Pet Ownership Bylaw
Bylaw No. 2019-04**



Dog Barking Package
Bylaw Enforcement Services
File Number: _____

DOG BARKING

Official Complaint Form

Full Name: _____

You have filed an official complaint against a resident and have chosen the option of filling out this barking package with the anticipation of the Summer Village of Sandy Beach issuing a summons or municipal ticket to the dog owner or caregiver on your behalf. There are a few important things to note when you fill this package out. Please take a few moments to review this package prior to starting.

Please follow all steps when filling out this package. Provide exact information consecutively for 5-7 days, each time the dog(s) is barking. For example, each entry must have the date, start and stop time, location of animal and conditions surrounding the animal. Please note that generic answers on this package such as "barking all day" or "dog lives down the road" are not acceptable and will be considered incomplete.

You may use additional paper if necessary and attach to the package. Completed packages may be returned to the Summer Village of Sandy Beach, Bylaw Services for review as soon as they are completed. Incomplete packages will not be considered for review.

Please note that there is no guarantee that a summons or municipal ticket will be issued once this package is returned to the Summer Village of Sandy Beach. The decision to issue a summons or municipal ticket for barking is ultimately made by the Summer Village of Sandy Beach.

If you have any questions regarding this package, please contact the Village office at any time during working hours.

Bylaw Officer, Summer Village of Sandy Beach

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STEP ONE

COMPLAINANT INFORMATION

First Name: _____ Last Name: _____

Address: _____

Phone Number: _____ Cell Number: _____

DOG OWNER INFORMATION (IF KNOWN)

First Name: _____ Last Name: _____

Address: _____

Phone Number: _____ Cell Number: _____

OTHER INFORMATION

Initial: _____

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STEP TWO

QUESTIONNAIRE

1. Exact description of dog(s) creating the disturbance and any other dog(s) on the property.
Name, color, breed, age, and sex, if known. Please include pictures if possible.

2. Where is (are) the dog(s) located on the property:

3. How does the barking affect you?

4. How did you determine which dog(s) is barking?

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STEP THREE

5. What steps have you taken to remedy this situation with the dog owner(s)?

6. Are you prepared to testify on behalf of this statement in a Court of Law?

No action will be taken if the complainant is not willing to testify on behalf of this barking package in a Court of Law.

7. Additional Comments:

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STEP FOUR

BARKING RECORD

DATE	START TIME	STOP TIME	REMARKS

Initial: _____

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STEP FOUR

BARING RECORD (continued)

DATE	START TIME	STOP TIME	REMARKS

Initial: _____