

**Breckland Council**

SRU number: .....

**Environmental Health - Environmental Protection Team**

**NUISANCE RECORD SHEET**

Your name: ..... Person/business complained of: .....

Your address: ..... Address complained of: .....

.....

.....

Telephone Number: .....

I/We certify that the following entries are a true record of events.  
I/We consent to the information on this sheet(s) being shared with other agencies (e.g. Breckland Anti Social Behaviour Team, Police and housing associations) if applicable.

I understand that these recorded details may be used as evidence in court in the event of formal action on this matter and am prepared to attend court if required

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

Notes:

1. Each form to be signed by all persons recording information, and all entries on page 2 initialled by the person suffering at the time.
2. Please record every occurrence.
3. If photographs are taken to support the entries on this sheet, please note in the column marked "General observations", and cross reference by placing the date, time etc. on the reverse side of each photograph.
4. Remember, if there is no record, it will be assumed there is no nuisance.
5. Do not exaggerate - be factual.
6. Try to give as much detail as possible to describe how you are being affected. The top line overleaf is an example.

**Please Note: This information may be used as evidence in a court case.**

Date	Time Started 24hr clock	Time finished 24hr clock	Description of alleged nuisance	Where were you affected	How were you affected	General Observations	Initials
1 May	23:00	01:30	Loud music	Bedroom	I was woken up and couldn't get back to sleep	Very heavy bass made windows rattle	

**Please Note: This information may be used as evidence in a court case.**