

## **FOR YOUR INFORMATION**

The Animal Services Department has received your request for service regarding a nuisance noise complaint. As per your request, enclosed you will find an affidavit form. In order for Bay County Animal Control to assist, your cooperation is essential.

Using the affidavit form, describe the nature of your problem. We ask that you are specific as possible (i.e. When did the problem begin? What hardship has it caused? Have any steps been taken to solve the problem?) If possible please document the owner's name, address, and a description of the animal. Any nuisance complaint may be investigated by Bay County Animal Control, however, before the investigation can move forward at least **two** affidavits **from different households** residing in close proximity to the alleged nuisance must be received. **All affidavits must be notarized.** One affidavit may be sufficient to warrant investigation if it is understood there is only one party in close proximity to the alleged nuisance.

Please remember, it is important that the affidavit illustrate the time and dates of the violation(s) in order to demonstrate that the animal owner is in violation of Chapter 4, Code of Ordinances of Bay County, Florida.

Once the affidavits have been submitted Bay County Animal Control will take any further action deemed necessary. In the event the offending party requests a court hearing, Bay County Animal Control will require all parties who completed an affidavit to attend the court hearing.

If you have any questions regarding the enclosed document, please call (850) 767-3333.

**BAY COUNTY ANIMAL SERVICES  
6401 BAY LINE DRIVE  
PANAMA CITY, FL 32404  
(850) 767-3333**

**ANIMAL NUISANCE AFFIDAVIT AND LOG SHEET**

**AFFIANT'S NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **APT #** \_\_\_\_ **CITY** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**PHONE # (HOME)** \_\_\_\_\_ **(WORK)** \_\_\_\_\_

**DATE OF STATEMENT** \_\_\_\_\_ **TIME** \_\_\_\_ **DATE OF BIRTH** \_\_\_\_\_ **AGE** \_\_\_\_

**STATEMENT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ANIMAL OWNER'S NAME (IF KNOWN):** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **APT #** \_\_\_\_ **CITY** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**DESCRIPTION OF ANIMAL (S) CREATING NUISANCE (SPECIES, COLOR, SIZE OF EACH)**

\_\_\_\_\_  
\_\_\_\_\_

**DATE:** \_\_\_\_\_ **BEGIN TIME:** \_\_\_\_\_ **END TIME:** \_\_\_\_\_ **LENGTH:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **BEGIN TIME:** \_\_\_\_\_ **END TIME:** \_\_\_\_\_ **LENGTH:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **BEGIN TIME:** \_\_\_\_\_ **END TIME:** \_\_\_\_\_ **LENGTH:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **BEGIN TIME:** \_\_\_\_\_ **END TIME:** \_\_\_\_\_ **LENGTH:** \_\_\_\_\_

**I SWEAR/AFFIRM THE ABOVE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF**

\_\_\_\_\_  
**SIGNATURE OF AFFIANT**

\_\_\_\_\_  
**DATE**

STATE OF FLORIDA,  
COUNTY OF BAY

SWORN TO OR AFFIRMED AND SUBSCRIBED BEFORE ME

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

BY \_\_\_\_\_ PERSONALLY KNOWN TO ME OR PRESENTED

THE FOLLOWING FOR IDENTIFICATION \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA AT LARGE