



CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE, GU51 4AE
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Email: communitysafety@hart.gov.uk

DIARY SHEET FOR ASB COMPLAINTS

The Council may be able to intervene, liaise with all parties or ultimately take enforcement action under the Anti-Social Behaviour, Crime and Policing Act 2014 if persistent and severe ASB nuisance is established as a result of your complaint. In order to help in the assessment of your particular problem, please use this form to keep a record of the dates and times over the next month when you consider there are grounds for complaint. If you have any queries about completing the form, please contact us at the e-mail address above. Please sign and date each page and then return the completed form to us.

All incidents of ASB should also be **reported to Police on 999** if the incident is in progress or you feel there is immediate threat to life or property in any way, clearly stating that there is ASB in progress and advising the call taker it is causing you distress or alarm.

If it is not in progress or an immediate threat, it should still be **reported to Police on 101** or online at the following link: [Report ASB to Police](#)

It is **crucial that all incidents get reported** as this assists the Police to assess pattern, frequency, and severity of issues in the locale and will enable them to direct resources to those areas identified as having a priority need.

Your Name:			Address of ASB Source:	
Address:				
Telephone Number:			Name of Occupier (if known): Not known	
Date	Time Start	Time Finish	Describe the type of ASB	Describe how the ASB affects you
e.g. 15/12/01	09:35pm	10:40pm	Shouting in the street outside property or Strong cannabis odour permeating my property	Distressing to hear – nervous to leave my home

I certify that the information given above is a true and accurate record.

Signed:

Date:

Date	Time Start	Time Finish	Describe the type of ASB	Describe how the ASB affects you

[illegible]

[illegible]

[illegible]

I certify that the information given above is a true and accurate record

Signed:

Date: