

TO: _____ DATE: _____

RE: _____

INSTRUCTIONS FOR SWORN COMPLAINT STATEMENT

This statement is used to initiate either a Potentially Dangerous or Vicious Animal Hearing and/or Mediation based on aggressive behavior as described and defined in the Marin County Ordinance. Mediation is offered as an alternative procedure in some cases.

Your complaint statement will be presented to the animal owner with notification of the mediation and/or hearing.

Attach as many additional pages to the statement form as you need.

Include in your statement:

- When and where each incident occurred
- Description of the animal(s)
- How the animal(s) and owner were identified and where they live.
- What happened prior to, during and after each incident
- Description of any injuries and any treatment

Please provide along with your statement:

- A copy of any vet's or doctor's description of treatment given
- A statement by the vet or doctor assessing the extent and nature of any injury
- Photos of any injury
- Statements from witnesses

When statement is completed, send it to: Capt. Cindy Machado, Marin Humane Society, 171 Bel Marin Keys Blvd., Novato, California 94949.

If you would like a copy of the Potentially Dangerous and Vicious Dog Ordinance or have any questions about the hearing or mediation, please contact Mediation Services at (415) 499-7454.