

# NOISE COMPLAINT REPORT

TO: Texas Military Forces, CFMO-Environmental Branch (NGTX-FE), 2200 W. 35th St, Austin TX 78703

<b>1. Person Making Complaint:</b> Date & Time of Complaint: _____
Name: _____ Phone: ( ____ ) _____ - _____
Address: _____
City / Zip Code: _____

<b>2. Disturbance:</b> Date & Time of the disturbance: _____ / _____ h
Facility where disturbance occurred: _____
Address: _____
City: _____
<input type="checkbox"/> Aircraft <input type="checkbox"/> Wheeled vehicle <input type="checkbox"/> Training
<input type="checkbox"/> Maintenance <input type="checkbox"/> Other
Specific details concerning disturbance: _____
_____
_____

<b>3. Name of person documenting complaint:</b> _____
Unit: _____ Position / Title: _____
Duty Phone: ( ____ ) _____ - _____ ext: _____
Address: _____
City / Zip Code: _____

<b>4. REMARKS:</b>
_____
_____
_____
_____

## Instructions for Noise Complaint Form

- Box 1** WHO: Fill in the appropriate contact information of the person making the complaint. Be sure to record the date and time of when the complaint is actually received not when the disturbance took place. A name and phone number are essential in case any follow up conversations are required.
- Box 2** WHAT, WHEN, WHERE: Record the date, time and location of the disturbance. Indicate the type of disturbance and all other details pertinent to the complaint. Note if there were any negative consequences beyond just hearing noise.
- Box 3** YOUR INFORMATION: Identify your contact information so you can be reached if there are any questions.
- Box 4** Record all other remarks and information that are relevant to the noise disturbance. If you happen to know how far away the person is from the installation boundary or disturbance, please note here. If you happen to know what activity (either TXMF or other entity) caused the complaint, please note here.

Send a completed copies to:

Texas Military Forces  
Public Affairs Office  
Building 10 (NGTX-PA)  
2200 W. 35th St, Austin TX 78703

Texas Military Forces  
CFMO-Environmental Branch  
Building 1 (NGTX-FE)  
2200 W. 35th St, Austin TX 78703

Or Fax to Environmental at 512-782-5141.