



You have recently reported witnessing a dog fouling incident. We appreciate you telling us about this problem. We're committed to maintaining clean and safe public spaces and need all dog owners to act responsibly. Your support is a vital to make this happen.

We would like to know more about what you saw, and what you can tell us about the dog owner, so that we can consider the most appropriate action to take.

What action will we take?

If you can provide us with detailed information about what happened we will investigate further and may choose to warn, fine, caution or even prosecute the dog owner. Unfortunately if you don't have some key information, we may not be able to act on this occasion.

This form helps us quickly see if we can take action. If we believe you can offer enough information to make enforcement action possible we'll be back in touch to see if you would be willing to give this information to a court. If you would, we'll explain further what we need you to do.

Summary:	Details: Dog Fouling Incident
----------	--------------------------------------

Your Details – *Please add any information we've missed or change anything we've have got wrong*

Your Full Name	
Your Address	
Your Phone Number	
Our Reference:	Our Ref:

What You Saw

Date and Time of incident	Date:	Time:
Location – where were you? <ul style="list-style-type: none"> Name of park / street Description of land Why were you there? 		
What Happened? <ul style="list-style-type: none"> What did you see happen? 		
Could you clearly see what happened? <ul style="list-style-type: none"> How far away were you? Was it day light, after dark, was visibility good, or poor – perhaps due to rain or snow? 		

Continued...

Office Use Only: PROTECT Personal

<p>Who was in charge of the dog</p> <ul style="list-style-type: none"> • Man or woman? • Do you know their name? • Their approximate age? • Any other features you remember: hair colour, glasses, clothing etc? 	
<p>Address of person in charge of the dog</p> <ul style="list-style-type: none"> • Do you know where they live? 	
<p>Description of the Dog</p> <ul style="list-style-type: none"> • Colour? • Breed? • Was the dog on a lead? 	
<p>What did you see when the dog fouled?</p> <ul style="list-style-type: none"> • Where about was the fouling? • How far away was the dog owner when this happened? • Did they make any attempt to remove the fouling? 	
<p>Did you speak to the person in charge of the dog?</p> <ul style="list-style-type: none"> • If so, what did they say? 	
<p>Did you see the person in charge of the dog get into a vehicle?</p> <ul style="list-style-type: none"> • If so what make / model colour etc 	
<p>Other witnesses</p> <ul style="list-style-type: none"> • Did anyone else see what happened? How could we contact them? 	
<p>Comments / Remarks</p> <ul style="list-style-type: none"> • Anything else you want to tell us, which you think may help? 	
<p>Action by Borough Council</p> <ul style="list-style-type: none"> • Will you support us to take enforcement action? <p>(please tick appropriate option)</p>	<p><input type="checkbox"/> I am willing to attend Court and give these details to a Magistrate <i>(the borough council will assist you complete a statement, and may issue a fixed penalty)</i></p> <p style="text-align: center;">OR</p> <p><input type="checkbox"/> I do not wish to attend Court <i>(the borough council may issue a warning, but no penalty)</i></p>
<p>Please confirm that the details you have provided above are correct by signing, dating and returning this form</p>	<p>Signed:</p> <p>Date:</p>

Please return the completed form to:
Dog Warden Service, Regeneration & Development
Newcastle-under-Lyme Borough Council
Civic Offices, Merrial Street, Newcastle, Staffs. ST5 2AG