

## **STEPS TO FOLLOW:** FILING A **NUISANCE PARTY COMPLAINT**

### **1. Call the Cape Girardeau Police Department: 335-6621**

- Choose **Option 1**
- **Give Police Dispatcher the following information:**
  - a. Your name
  - b. Your address
  - c. Your telephone number
  - d. Reason for calling
  - e. Address where nuisance is occurring \_\_\_\_\_
  - f. Request that a police officer be dispatched to your home to assist you in filing a written complaint
  - g. **Identify which of the following behavior(s) you heard or observed:**  
**CIRCLE ALL THAT APPLY**
    - Noise
    - Fighting
    - Property Damage
    - Littering
    - Outdoor urination or defecation in a place open to public view
    - Conduct that threatens injury to persons or damage to property
    - Unlawful use or possession of marijuana or/and drug or controlled substance
    - Unlawful sale or possession of alcohol
    - Trespassing
    - Indecent exposure
    - The standing or parking of vehicles in a manner that obstructs the free flow of traffic

### **2. Record the following:**

\_\_\_\_\_  
Name of Police Officer

\_\_\_\_\_  
Complaint number

\*Copies of this document may be found at:

<http://www.cityofcapegirardeau.org/> > **Police Department home page**  
(*Filing a Nuisance Party Complaint*)

Please retain a copy of this document for your records