



Citizen Inquiry Form

Citizens often have questions regarding City procedures. If you have a question or comment regarding City services, policies, or procedures, or would like to request a meeting with a City representative, please complete this form, providing details of your inquiry. Following research, you will be contacted concerning your request. **Steps to complete: 1. Save form to your desktop 2. Complete form. 3. Attach the form to an email and send to citystaff@prescott-az.gov.**

About You

Name (First, Last)

Address

City, State, Zip

Phone

E-mail

Preferred way to contact you?

E-mail

Phone

Postal Mail

Preferred times to contact you

The Subject of Your Inquiry

If an Incident

1. Date & Location of Occurrence
2. Personnel or Department Involved
3. Please provide a detailed recount of the incident from your point of view.

4. Outcome - what you are seeing as a resolution to this matter.

Other Requests or Comments

Please provide other comments, questions you would like us to address, or further information about your inquiry.

Would you like to be contacted by the City regarding your comment or question?

Yes, contact me

No, I do not wish to be contacted

Would you like to meet with a City representative?

Yes, I would like to meet with a City representative

No, I am not requesting a meeting