

The screenshot shows a navigation menu with 'Home', 'Building', 'Business Licensing', and 'Enforcement'. Below the menu are links for 'Submit a Complaint by Agency' and 'Search Case'. A blue header reads 'Select Services'. Below this is a search bar with a 'Search' button. A dropdown menu is open under 'Enforcement', showing 'Submit a complaint.' and a checked 'Complaint' option. Other categories like 'Engineering', 'Fire', 'Health', 'Licenses', and 'Planning' are also visible. A blue 'File Complaint' button is at the bottom. Red arrows and numbers 1 and 2 point to the 'Complaint' option and the 'File Complaint' button, respectively.

1 – Expand “Enforcement” and click in box in front of “Complaint”

2 – Select “File Complaint”

The screenshot shows a form titled 'Enter the address of the complaint'. It has fields for 'Street No.', 'Direction', 'Street Name', 'Street Type', 'Unit Type', 'Unit No.', 'City', 'State', and 'Zip'. There are 'Search' and 'Clear' buttons at the bottom. Red arrows and numbers 3 and 4 point to the 'Street No.' and 'Street Name' fields, and the 'Search' button, respectively.

3 - Only enter “Street No.” and “Street Name”

4 - Select “Search” (less information works best)

Enter information regarding complaint and submit.

[Click here for link to Submit Complaint](#)