



THE TOWNSHIP OF MILLSTONE  
 470 Stage Coach Road  
 Millstone Township, NJ 08510

## RESIDENT SERVICE REQUEST FORM

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Unlisted: Yes \_\_\_ No \_\_\_ E-Mail \_\_\_\_\_

*If unlisted, phone number is exempt from public disclosure under Open Public Records Act.*

What is the best way to contact you: \_\_\_\_\_

Description of Issue:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Category (Please check all that are applicable):

- |                      |                          |             |                          |               |                          |
|----------------------|--------------------------|-------------|--------------------------|---------------|--------------------------|
| Building Code        | <input type="checkbox"/> | Lighting    | <input type="checkbox"/> | Potholes      | <input type="checkbox"/> |
| DPW                  | <input type="checkbox"/> | Noise       | <input type="checkbox"/> | Streets       | <input type="checkbox"/> |
| Developer Compliance | <input type="checkbox"/> | Parking     | <input type="checkbox"/> | Traffic       | <input type="checkbox"/> |
| Deer Removal         | <input type="checkbox"/> | Stormwater  | <input type="checkbox"/> | Tree Removal  | <input type="checkbox"/> |
| Code Enforcement     | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Zoning        | <input type="checkbox"/> |
| Shade Tree           | <input type="checkbox"/> | Signs       | <input type="checkbox"/> | Environmental | <input type="checkbox"/> |

This "Intake Form" is a general form used by Millstone Township to obtain information from residents as to many different issues/situations/and/or problems, which need to be addressed by the Township. Because it is a general form, which applies to such a wide array of issues, the time needed to respond to any particular issue will vary depending on the subject. The Township will work promptly to address or respond to each issue. Emergent issues will be given priority. Absent an emergency, a person filling out this form should expect a response in approximately 5 to 10 working days except as may be required by law, and certain issues may, in fact, take longer period of time to address.

Anticipated Response Date (to be filled in by township official): \_\_\_\_\_

Signature of Person Filling out Form: \_\_\_\_\_