**NOISE INCIDENT LOG**

This noise incident log should be completed by yourself on every occasion that you are annoyed by the noise complained of. It should be a true record of the noise incidents which you regard as sufficient to interfere with your quality of life.

The information recorded on this noise incident log will be used to assess the validity of your complaint and may also be used as evidence in any legal proceedings taken by the Council in relation to this matter.

* Entries in the log should be true, accurate and be representative of the situation.
* Entries should be made at the time of the incident. Keep the log for up to 4 weeks.
* Ensure the start and finish times are accurate.
* Nature of Noise - indicate whether noise is constant or intermittent and how loud it is.
* How it affects me - indicate how it interferes with whatever you are doing at the time of the noise incident
* Example of how to complete the noise incident log

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| **Date** | **Start** | **Finish** | **Type of Noise** | **Nature of noise** | **How it affects me** |
| 13/14 Feb 03 | 11.30pm | 2.30am | Music | Loud music played continually throughout period, thumping bass notes particularly noticeable. | Woke up all family, difficulty in getting back to sleep. |
| 15/16  Feb 03 | 8.30pm | 1.00am | Shouting, & music | Loud music played continually, appears to be several people in house as raised voices heard. | Music clearly audible, difficulty in getting to sleep. |
| 21 Feb 03 | 2.00pm | 7.30pm | Barking dog | Dog in rear yard area barking intermittently throughout period. | Difficulty in concentrating on doing my paperwork. |
| 13 Feb 03 | 9.00pm | 11.00pm | General disturbance | Shouting, banging doors, running up and down stairs, television on loud | Could not hear my TV when music on, had to turn volume up. |

| **Date** | **Start Time** | **Finish Time** | **Type of noise** | **Nature of noise** | **How it affects me** |
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| **I hereby certify that the entries in this log are a true and accurate record of the noise incidents experienced.**  **Signature: Date:** | | | | | |