



**MIDDLETOWN BOROUGH**  
**Action Plan for Code Violation**

Approved By: \_\_\_\_\_

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

Location: \_\_\_\_\_

Description of Plan: *(For multiple violations, detail plan for each violation)*

Concerns/Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*THIS SECTION MUST BE COMPLETED\***

Expected Completion Date: \_\_\_\_\_

*NOTE: If work is not completed by date listed, the Borough will submit a citation to the District Magistrate.*

OWNER INFORMATION	CONTRACTOR INFORMATION
Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
Phone: _____	Phone: _____
Email: _____	Email: _____

Owner Signature: \_\_\_\_\_

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