

Sometimes, you can have problems with your neighbours. In many cases, it's just down to different lifestyles, with no one intending to annoy or cause a nuisance to the other person. Other times, it can be more serious and we will try to help you if we can.

It can be difficult for us to tell if it something's that we can help with so, we're asking you to note down your experiences on these diary sheets, then we can look at what actions can be taken to help stop it from happening.

When filling in the sheets, please follow the guidance below:

- These diary sheets are a personal record of what happens to you.
- Record events as soon as possible, it makes it easier to remember accurately what happened.
- Start a new entry for each event. You can use as many lines as you want for an event.
- Write down everything you see and hear. Please include swear words in giving a word-for-word account, writing some words may be difficult but it gives us a better understanding of what is happening.
- If you can identify any people please name them, if you don't know their name give us a brief description, it might help us identify them in the future.
- It is very important that you tell us how the events affect you. Provide as much information as you can about how you feel and any effect this is having on your health and way of life.
- If you're finding it difficult to fill in the sheet, please speak with us and we can see if there's another option.

For issues of noise nuisance we can use a mobile phone App that allows you to record small examples of the noise and frequency to build an accurate record, please speak to us for more information.

We will treat information you give us confidentially. If we have to share information with the police, courts or social services we will keep you informed.

Signed: _____

Date: _____

Name: _____

Case
Number if
applicable

Diary Sheets

WHEN? What time (approx.) and date did the incident happen.	WHAT and WHERE and WHO and How? Describe briefly WHAT you saw, WHERE it happened, WHO was involved and HOW it affected you?	SIGNED	DATED (Signature date)

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