

Diary Sheets for Anti-Social Behaviour

What should you do with the diary sheet?

- Complete the diary sheet because it is vital evidence if legal action is taken in the future.
- Fill in the diary sheet ***as soon as possible*** whilst everything is still fresh in your mind. Do it on the same day if you can.
- Write down ***everything you*** see and hear and put swear words in full. Make sure you put down the time it started and the time it finished.

What should you do when you have filled a diary sheet in?

- Hand them in at your local Housing Office
- Send them to the Tenancy Relations Team at:
Wigan & Leigh Housing, The Court House, Chapel Street, Leigh WN7 2 PQ or
Wigan & Leigh Housing, Wigan Investment Centre, Waterside Drive, Wigan WN3 5BA
- E-mail them to us at asb@walh.co.uk



Noise/Nuisance Diary

Your Name:

Your Address:

Name & Address of Person Causing the Problem(s):

<i>Date</i>	<i>Start Time</i>	<i>Finish Time</i>	<i>Description of Incidents (write down exactly what you saw and heard, and write in full, including any swear words)</i>	<i>How did it affect you?</i>	<i>Name and address of any other witnesses</i>

<i>Date</i>	<i>Start Time</i>	<i>Finish Time</i>	<i>Description of Incidents (write down exactly what you saw and heard, and write in full, including any swear words)</i>	<i>How did it affect you?</i>	<i>Name and address of any other witnesses</i>

<i>Date</i>	<i>Start Time</i>	<i>Finish Time</i>	<i>Description of Incidents (write down exactly what you saw and heard, and write in full, including any swear words)</i>	<i>How did it affect you?</i>	<i>Name and address of any other witnesses</i>

Have you reported the incidents? (Organisations such as the Police, or Social Services etc. If so write down who you spoke to, and if a Police Officer, their Number and Crime Reference Number)

I believe that the information I have given is a true statement of fact.

Signed:		Date:	
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