
**FILING A FORMAL COMPLAINT TO STOP ENVIRONMENTAL CRIMES IN NOSARA DISTRICT
ENVIRONMENTAL DEPARTMENT MUNICIPALITY OF NICOYA**

as of October 30, 2023

Find the form to fill out here:

📄 Complaint Form. Environmental Department. Municipality of Nicoya.pdf

Here are the instructions and an explanation with examples to fill out this form to file an environmental complaint with the Municipality of Nicoya about environmental crimes happening in Nosara District:

1. Reporting Party:

- Leave the box labeled "Anónimo" (Anonymous) unchecked unless you wish to remain anonymous throughout the process. Otherwise, include your full name, identification number, phone number, and email address.
- If you prefer to remain anonymous, simply proceed to the next section.

2. Accused Party:

- If you are aware of the identity of the person or entity responsible for the environmental crimes, provide their full name, identification number, and place of residence.
- If you do not know the identity of the person or entity, proceed to the next section.

3. Location of the Incident:

- Indicate Nosara as the district where the environmental crimes are taking place.
- Specify the neighborhood (barrio) if possible.
- Provide the exact address of the location where the crimes are occurring. Include any additional details that may help identify the affected area.

**FILING A FORMAL COMPLAINT TO STOP ENVIRONMENTAL CRIMES IN NOSARA DISTRICT
ENVIRONMENTAL DEPARTMENT MUNICIPALITY OF NICOYA**

as of October 30, 2023

4. Reported Incident:

- Select the option that best describes the specific environmental crime you are reporting. For example:
- If it involves damage to a stream or bodies of water, check that option and explain if it's diversion, obstruction, or contamination.
- If it involves damage to forests or protected areas, check the corresponding option and describe the lucrative activity, deforestation, destruction, or pollution.
- If there are issues related to improper solid waste management, choose that option and specify if it's abandonment, burning, accumulation, or improper handling.
- Continue in the same manner with the other options, selecting those that accurately reflect the reported environmental crimes.

5. Previous Experience:

- If you have filed this complaint elsewhere, indicate "Yes" or "No" and provide details about the previous instance, mentioning the name of the institution or entity where the prior complaint was made.

Once you have completed the form in its entirety, send it via email to gestionambiental@municoya.go.cr or call the number 2685-8792 (95) for more information and assistance. **PLEASE SAVE A COPY OF THE EMAIL AND ASK FOR A CONFIRMATION OF THE DOCUMENT RECEIVED.**

Please see the next page for an example of a complete form.

**FILING A FORMAL COMPLAINT TO STOP ENVIRONMENTAL CRIMES IN NOSARA DISTRICT
ENVIRONMENTAL DEPARTMENT MUNICIPALITY OF NICOYA**

as of October 30, 2023

Example of a completed form:

MUNICIPALIDAD DE NICOYA DIRECCION DE PLANIFICACION TERRITORIAL Y SERVICIOS
AMBIENTALES

DEPARTAMENTO DE GESTIÓN AMBIENTAL

ENVIRONMENTAL COMPLAINT

1. Reporting Party (optional)

() Anónimo (Anonymous) - Unable to follow up on the proceedings – Proceed to
Section 2

Name: Juan Pérez ID: 123456789

Phone: 12345678 Email: juanperez@email.com

2. Accused Party (optional)

() Desconocido (Unknown) - Proceed to Section 3

Name: _____ ID: _____

Place of residence: _____

3. Location of the Incident (mandatory)

District: Nosara

Neighborhood: Playa Guiones

Exact address: Main Street, in front of Hotel XYZ, Nosara

**FILING A FORMAL COMPLAINT TO STOP ENVIRONMENTAL CRIMES IN NOSARA DISTRICT
ENVIRONMENTAL DEPARTMENT MUNICIPALITY OF NICOYA**

as of October 30, 2023

4. Reported Incident (mandatory)

() Affectation to streams, storm channels, or surface water bodies (diversion, obstruction, contamination)

() Affectation to vulnerable ecosystems or biodiversity (profit-generating activities, usurpation, logging, destruction, or pollution of forests, wetlands, protection areas, lagoons, springs, or protected wildlife areas)

() Abandonment, burning, accumulation, or improper management of regular or special waste

(X) Illegal discharge of wastewater and issues associated with inadequately treated liquid waste

() Earth movements and/or irregular extraction of natural resources (wood, minerals, water, flora)

() Visual, sonic, or atmospheric pollution

() Abandoned lot by the owner

() Other. Specify: _____

Have you filed the same complaint elsewhere? () Yes () No.

Where: _____

Please note that the translated names of the form sections have not been altered, as they are commonly understood in English.