

LAKETRAN

Title VI Complaint Form

Section 1.				
Name:				
Address:				
Phone (Home):			(Work):	
E-Mail Address:				
Accessible Format Requirements?	Large Print		Audio tape	
	TDD		Other	
Section 2.				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section 3.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section 3:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				
Date of alleged discrimination (Month, Day, Year) _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of their person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				
Section 4.				
Have you previously filed a title VI complaint with this agency?			Yes	No
Section 5.				
Have you filed this complaint with any other Federal, state, or local agency, or with any Federal or State Court?				

Yes No

If yes, check all that apply:

Federal Agency: _____

State Agency:

Federal Court: _____

Local Agency:

State Court: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Phone:

Section 6.

Name of agency complaint is against:

Contact Person:

Title:

Phone:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

LAKETRAN
Matt Maier, Affirmative Action Officer
555 Lakeshore Blvd.
Painesville Twp., Ohio 44077