

## Instructions

**It is important that you answer the following question:**

Have you submitted the alleged code of conduct violation to the applicable public authority (local government, rural district, or regional service commission)?

Yes

No

If you answered **Yes** but your complaint **has not been resolved** with the public authority under their code of conduct, the Local Governance Commission may accept your complaint and determine if an investigation is warranted.

If you answered **NO**:

The Local Governance Commission cannot accept your complaint at this time.

Before the Local Governance Commission can accept a complaint, you must first go through the process set out in the applicable code of conduct of the public authority.

The public authority will have a formal process for resolving code of conduct complaints.

## Here are some documents you may wish to include with your complaint

*(These are examples and not mandatory for filing your complaint. The Local Governance Commission may also request additional documentation later.)*

Documents	Comments
A copy of the public authority's code of conduct.	
A copy of the complaint you submitted to the public authority.	

Documentation of the results of your complaint.	
Any additional documentation.	

**Other Documents and/or Evidence**  
 For example: Documents, video recordings, photos, voicemail, or texts, etc., that you think would be helpful to the Commission in reviewing your complaint. Please list them below so that you can refer to them when we contact you to discuss your complaint.

Name of Evidence and/or Documentation	Comments

I certify that the information given on this form, to the best of my knowledge, is true and complete.

<b>Name</b>	<b>Date</b>