## Official Complaint Form

### I. Individual against whom this complaint is filed (respondent):

Please Print Clearly

<table>
<thead>
<tr>
<th>Name: ____________________________</th>
<th>Company Name: ____________________________</th>
</tr>
</thead>
</table>

Address: ______________________________________________________________________________________________

City, State Zip: _________________________________________________________________________________________

Phone Number: ___________________________ Fax Number: ___________________ E-Mail: __________________________

Profession: ____________________________________________________________________________________

### II. State below in your own words the complaint. Cite the law or regulations violated, if possible. (Use additional sheets if necessary.) Attach all evidence which you have to support the allegations. (for example: plans, specifications, contract documents, phone records, etc.)

### III. Affidavit:

The undersigned affirms that the foregoing statements are made in good faith and are true in every respect.

Signature of Complainant Date

Complainant contact information

<table>
<thead>
<tr>
<th>Name: ____________________________</th>
<th>Company Name: ____________________________</th>
</tr>
</thead>
</table>

Address: ______________________________________________________________________________________________

City, State Zip: _________________________________________________________________________________________

Phone Number: ___________________________ Fax Number: ___________________

_E-Mail: ___________________________________________________________________________________________*

*In most instances correspondence from NCBA will be via email, please print your email address clearly.

E-Mail: ____________________________

For office use only:

Date Received ___________ Case Number ______________