

Charlotte County Transit Title VI Civil Right Complaint Form

Revised May 2013

This Form is provided for paper hand out use or down-load from the Charlotte County Transit website. It is specific to any complaints regarding race, color or national origin, and allows any potential complainant to select one or more of these categories as basis/bases for discrimination as allowed under FTA C 4702.1B.

Section I:				
Name:				
Address:				
Telephone Home:			Telephone Work:	
Accessible Format Required?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filling out this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the Person for whom you are complaining.				
Please explain why you filed for a third party: _____				
Please confirm that you have obtained the permission of the aggrieved party if you are filing for of a third party.			Yes	No
Section III:				
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 the 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 IV:				
Have you previously filed a title VI complaint with us?			Yes	No
Section V:				

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 _____

Federal Court _____ State Agency _____

State Court _____ Local Agency _____

Section VI:

Name of agency complaint is against:

Contact Person:

Title

Telephone Number:

You may attach any written material 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:

Charlotte County Transit Title VI Coordinator
25490 Airport Rd
Punta Gorda, FL 33950-5746

NOTICE

Any person who believes himself/herself, or any specific class of persons to be subjected to discrimination on the basis of race, color, or national origin may by himself/herself or by a representative file a written complaint with the Federal Transit Administration (FTA). A complaint must be filed no later than 180 days after the date of the alleged discrimination.