

CITIZEN COMPLAINT FORM

[Confidential Information]

See page 3 for information & instructions

Your Name: _____ Date: _____

Mailing Address: _____

Primary Phone: _____ Secondary Phone: _____

Email address: _____

Humboldt County district, city, agency, or department that is the subject of your complaint:

Address or location of events that are the basis of your complaint:

Names of public officials or employees that are subjects of your complaint:

Is your complaint currently in litigation? (An action brought to court.) Yes ___ No ___

If yes, please explain below:

PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM

Is your complaint currently being pursued through other grievance processes? Yes ___ No ___

If yes, please explain below:

What are your reasons for filing this complaint?

What is your desired outcome and what do you believe the Grand Jury can do to result in this outcome?

Need more space to write? Go past the instructions on page 3 to fill in the box on page 4 (or add a separate document/piece of paper) to provide a detailed statement of your complaint. The more details, the better. Please include the names of all individuals involved in the complaint; the locations, dates, and times of actions relative to the complaint; and the names of all witnesses to actions involved in the complaint.

Signature (unless emailing) _____

Civil Grand Jury of Humboldt County

<https://humboldtgov.org/grandjury>

PO Box 657; Eureka, CA 95502 A
(707) 476-2475

Please note: Any complaints received **after March 1** may not be considered until the following Civil Grand Jury term since the Civil Grand Jury term ends in June.

The Civil Grand Jury takes an **oath** and is **sworn to secrecy**. Therefore, (according to Ca Penal Code 924.1) we must keep all complaints, interviews, identities, and other information **strictly confidential for life**. For these reasons, we will acknowledge receipt of all complaints, but we cannot indicate what actions **we will or will not take**. Although anonymous complaints are accepted, the Civil Grand Jury's ability to interview a complainant (you) would greatly assist our ability to investigate your complaint. You may add your contact information at any time either by calling (707) 476-2475 or emailing us at complaints@humboldtcountygrandjury.org; please reference the date on your original complaint when you contact us.

The Civil Grand Jury is an independent group of citizens empaneled and authorized by the Superior Court to make recommendations for the improvement of local government. The Jury's responsibility extends to all county districts, municipalities, authorities, commissions, boards, agencies, departments, and offices. **The Jury's authority does not extend to any criminal allegations or offenses, or to any federal, state, or private agencies.**

Interested in serving on the Civil Grand Jury? An application form can be found at: <https://humboldtgov.org/518/Civil-Grand-Jury-Forms>

Instructions

PLEASE PRINT CLEARLY and complete both sides if you are using a paper copy of this form. Or, you can enter info into the fillable form found on our website: <https://humboldtgov.org/518/Civil-Grand-Jury-Forms>, then save the file for submission.

The quickest and most confidential way to submit your complaint is to:

- Email your form and any supplemental documents to:
complaints@humboldtcountygrandjury.org

Other submission options:

- Postal mail paper copies to the Civil Grand Jury office (mailing address above)
- Deliver it to the Civil Grand Jury office on the first floor of the Humboldt County Courthouse at the corner of 5th and I Streets in Eureka (just slide it under the door)

Space for any additional information that you want us to have: