

ETHICS COMMISSION COMPLAINT FORM

Town of Berlin
10 William Street
Berlin, Maryland 21811
410-641-2770

Instructions for Ethics Forms

1. **Complaint Form** – to file a complaint alleging violation by persons subject to Town of Berlin Public Ethics Ordinance
2. Fill in all appropriate information. For the Descriptions be brief, but provide complete information describing the circumstances – give dates, times, places, meeting, names, etc. – any information that you feel will be helpful to the Commission in making a decision. Also, if possible provide any relevant documentation such as minutes of a meeting.
3. Sign the form.
4. Place form in a sealed envelope and mail or deliver to:
Town of Berlin Ethics Commission
Town Hall Offices
5. Please note that email submissions are not acceptable.

Name of Party Filing Complaint: _____

Address: _____

Telephone Number: (H) _____ (W) _____

Date Complaint Form Completed: _____

Person who is Subject of Complaint: _____

Applicable Section of Town of Berlin’s Ethics Code: (if known) _____

Brief Description of Substance of Complaint: _____

I HEREBY AFFIRM UNDER THE PENALTY OF PERJURY THAT THE ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF.

Signature