CODE OF CONDUCT COMPLAINT FORM

Note to person making complaint: This form should be completed, dated and signed by the person making a complaint of a breach of the City's Code of Conduct, and should be submitted to the Chief Executive Officer of the Town of Cambridge.

DETAILS OF PERSON WHO IS MAKING THE COMPLAINT

Name: .....
Given Name(s) *Family Name*

Address: .....

.....

Telephone Nos: *Home* ..... *Work* ..... *Mobile* .....

Email Address: .....

NAME OF PERSON ALLEGED TO HAVE COMMITTED BREACH
(Separate Form for Each Person)

Name: .....

Date of Alleged Incident: :.....

WITNESS DETAILS

If there is/are any person(s) who witnessed the alleged breach, and who is/are willing to provide information, state the name and contact details of each person.

WITNESS No 1

Name: .....
Given Name(s) *Family Name*

Address: .....

.....

Telephone Nos: *Home* ..... *Work* ..... *Mobile* .....

Email Address: .....

WITNESS No 2

Name: .....
Given Name(s) *Family Name*

Address: .....

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Telephone Nos: *Home* ..... *Work* ..... *Mobile* .....

Email Address: .....

DETAILS OF THE ALLEGED BREACH OF THE TOWN'S CODE OF CONDUCT

What are the details of the contravention that is alleged to have resulted in the breach? Attach any additional information where necessary.

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DECLARATION

I declare that, to the best of my knowledge ad belief, the information I have given in this complaint is not false or misleading.

Signed: ..... **Date**: .....

Complainants Signature

Note

A person who makes a false or misleading complaint commits an offence (penalty $5,000).