

 Clarence-Rockland	FORM 1
	CITY OF CLARENCE-ROCKLAND FORMAL COMPLAINT FORM / DECLARATION MEMBERS OF COUNCIL/COMMITTEE AND VOLUNTEER CODE OF CONDUCT

I, _____ (full name), of the _____ (City, Town, etc.), in the _____ (Municipality), in the Province of Ontario.

DECLARE THAT:

1. I have personal knowledge of the facts as set out in this Declaration, because (choose one):

- ☐ I work for _____
- ☐ I attended a meeting at which _____
- ☐ other (please explain) _____

2. I have reasonable and probable grounds to believe that:

(name of Member of Council / member of a committee / volunteer of the City of Clarence-Rockland)

has contravened section(s) _____ of the (choose one)

- ☐ Council Code of Conduct of the City of Clarence-Rockland
- ☐ Volunteer Code of Conduct of the City of Clarence-Rockland

3. The particulars of which are as follows:

(Set out statements of facts in consecutively numbered paragraphs in the space below, with each paragraph being confined as far as possible to a particular statement of facts. If you require more space, please use an additional sheet. If you wish to include exhibits to support this complaint, please refer to the exhibits as Exhibit A, B, etc. and attach them to this Declaration.)

3. This Declaration is made for the purpose of requesting that this matter be reviewed by the Integrity Commissioner appointed by the City of Clarence-Rockland and for no other purpose.

4. I understand that the original version of this form shall be submitted to the Clerk’s Office and that no copy/scan version will be accepted.

_____ Signature of person making the declaration	_____ Date (dd/mm/yyyy)
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FOR OFFICE USE ONLY		
_____ Date received	_____ Date submitted to IC	_____ Signature of the Clerk or designate