



**PUBLIC ACCESSIBILITY COMPLAINT FORM**

OFFICE USE ONLY	
Date Received:	_____
Investigator:	_____
Determination of Sufficient Information to Process -- Date:	_____
Date Review Completed:	_____
Date Complainant Sent Response:	_____
Department:	_____

To register a complaint with Centre County Government, please complete the form below. Your name and contact information are optional. Submissions will be kept confidential. Failure to provide contact information will not be reason for refusing the complaint, but the County will not be able to contact you to follow-up on your complaint. Please print or type the information you provide.

**Return completed form to:**

**Centre County Administrator, Centre County Commissioners' Office, 420 Holmes Street, Bellefonte, PA 16823**

**Complainant's Name** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Alternate Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**If you are completing this form for another person, please complete the following.**

**Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Alternate Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Relationship to Complainant:** \_\_\_\_\_

**Date and Time of Objection: Date:** \_\_\_\_\_ **Time** \_\_\_\_\_

**NOTE:** Complaints must generally be filed within 180 days of the objectionable activity. If the date listed above is more than 180 days ago, you may request a waiver of the filing requirement. If you wish to request a waiver, please explain why you waited until now to file your complaint.

**Date you discussed your objection with the County Department responsible for the Service, Program or Facility. Date:** \_\_\_\_\_ **Department Name:** \_\_\_\_\_

**Activity:** Please describe what happened or what you believe to be an objection. Use the space below and/or add additional pages, if needed. Include who or what County department you believe to be responsible for the activity and where the objectionable activity occurred. Provide enough information so that County staff can follow-up on your submission in a complete and timely manner. If available, attach available documentation supporting your objection.

