



Wayne County Complaint Form

**Complaints about independently elected officials are not addressed through Wayne County's Complaint Policy and Procedure. Depending on the nature of the complaint, the matter may need to be reported to the District Attorney, State Attorney General or other appropriate entity.*

Date: _____

Name: _____

Phone #: _____

Address: _____

Program or Service of concern: _____ **Date problem occurred:** _____

Complaint Summary: _____

Complainant Signature (optional): _____ **Date:** _____

Employee receiving complaint: _____ **Date:** _____

Investigation: _____

Resolution (actions taken): _____

(Attach copy of written correspondence with complainant, if applicable)

Complaint Officer/Designee Signature: _____ **Date:** ____/____/____

Director Signature: _____ **Date:** ____/____/____