



WITNESS #1

ADDRESS:

CITY:

TELEPHONE (including area code):

WITNESS #2

ADDRESS:

CITY:

TELEPHONE (including area code):

WITNESS #3

ADDRESS:

CITY:

TELEPHONE (including area code):

WITNESS #4

ADDRESS:

CITY:

TELEPHONE (including area code):

DOCUMENTATION YOU ARE ATTACHING:

- a) _____
- b) _____
- c) _____
- d) _____



If your complaint is Employment related please provide the following on separate paper:

- a) a complete Employment History including dates of hire and termination
- b) a List of References with names, addresses and telephone numbers, including area code
- c) A signed Release of Information which allows us to speak to your present and current Employer (we will provide you with the Release).

Please use a separate sheet of paper if more space is needed to address your complaint noted on page 1.