

Form 2: Preliminary Information

File Reference: _____

Name of Complaint: _____

Part A: To be completed by every party

FROM: Complainant Commission Respondent

Party Name _____ Representative Name _____

Phone _____ Phone _____

Email _____ Email _____

Mailing Address _____ Mailing Address _____

The issues raised by the case are:

The remedy sought is:

Part B: To be completed by Complainant

1. Check one:

- The Complainant intends to take the same position as the Commission on the complaint
- The Complainant intends to take a different position from the Commission on the Complaint

2. If the Complainant intends to take a different position from the Commission, briefly explain how the Complainant's position differs from the Commission's position:
