

# COMPLAINT PROCEDURE

Any citizen may complain to the San Joaquin civil grand jury and all communications are confidential.

The grand jury can act on complaints dealing with all aspects of county government, including school and special assessment districts and any city within San Joaquin County to ensure that the county is being governed lawfully, efficiently and that public monies are being handled appropriately.

Any citizen may ask the grand jury to conduct an investigation into suspicions of misconduct or inefficiencies by governmental agencies within the county. The grand jury also considers complaints of willful or corrupt misconduct against public officials, county and city employees; including the abolition or creation of offices and the equipment for performing duties of county government.

The grand jury Complaint Form should be prepared after all attempts to correct a situation have been explored, and without success.

Instructions for preparing the Complaint Form:

- Include your name, address and phone number
- Name of the agency and/or person you are complaining against
- Explain the nature of your complaint and provide detailed information
- List any other action taken in an attempt to resolve the issue
- Provide contact information of witnesses who can substantiate your complaint

To make your complaint, mail the completed form to the address listed below:

San Joaquin County Grand Jury  
180 E. Weber Avenue, Suite 1114  
Stockton, CA 95202

SAN JOAQUIN COUNTY CIVIL GRAND JURY  
180 E. Weber Ave., Suite 1114 Stockton, CA 95202  
Phone: (209) 468-3855

## COMPLAINT FORM

**All communications to the Grand Jury are confidential.**

The Grand Jury is the avenue for county residents to bring attention to what they believe are injustices not resolved by public agencies, after other reasonable efforts have failed.

**What is your name, address and phone number?**

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**What agency and/or person are you complaining against?** *(Name of agency and all individuals, including their addresses and phone numbers)*

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**Please explain the nature of your complaint providing as many details as you can, including dates, times, and places where the events took place.** *(Attach extra sheets if necessary)*

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**Action taken.** Please list other persons and/or agencies you have contacted in an attempt to resolve this complaint and any actions you have taken yourself.

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**Witnesses.** Please provide names and telephone numbers of anyone else who can substantiate your complaint.

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*The information in this form is true, correct and complete to the best of my knowledge.*

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_