



Complaint # \_\_\_\_\_  
Date Received \_\_\_\_\_

## KERN COUNTY GRAND JURY COMPLAINT FORM

*Please read Preparation Instructions before filling out complaint. Type or print clearly.*

The Grand Jury is prohibited by law from disclosing any aspect of this  
Complaint and any supplemental material submitted.

1. ABOUT YOU:

\_\_\_\_\_  
*Name Home Phone Day/Message Phone*

\_\_\_\_\_  
*Address City Zip Code*

2. THIS COMPLAINT IS AGAINST:

\_\_\_\_\_  
*Name of Agency Individual (if applicable)*

\_\_\_\_\_  
*Their Position Dept. Phone*

\_\_\_\_\_  
*Address of Agency City Zip Code*

3. MY COMPLAINT ABOUT THE ABOVE IS: *If needed, use a separate sheet. Please write a clear and concise outline of your complaint about the above agency or person(s), and what action you would like the Grand Jury to take.*

\_\_\_\_\_  
\_\_\_\_\_

4. LIST ALL PERSONS/AGENCIES THAT YOU HAVE CONTACTED ABOUT THIS MATTER: *See Preparation Instructions for further details.*

A. \_\_\_\_\_  
*Agency/Attorney Date Contacted Person Contacted*

\_\_\_\_\_  
*Address City Zip Code Phone Number*

B. \_\_\_\_\_  
*Agency/Attorney Date Contacted Person Contacted*

\_\_\_\_\_  
*Address City Zip Code Phone Number*

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

ALL COMMUNICATIONS TO THE GRAND JURY ARE CONFIDENTIAL

**PREPARATION INSTRUCTIONS FOR FILING A COMPLAINT**

1. ABOUT YOU:
    - a. Include your name, address, and telephone numbers.
  2. THIS COMPLAINT IS AGAINST:
    - a. Include name of agency and/or individual(s) the complaint is against. Ensure correct spelling.
    - b. Give the name of the department involved and the supervisor, if known.
  3. MY COMPLAINT ABOUT THE ABOVE IS:
    - a. Be clear and concise. Do not use broad statements.
    - b. Attach COPIES (no originals) of all available documentation, receipts, photos, letters and notes of conversations or observations that support the complaint.
    - c. Number all attachments consecutively and on a separate page, describe each document using the corresponding number.
    - d. Describe all past or pending legal actions, either civil or criminal, related to your complaint.
- DO NOT SEND ORIGINALS! COPIES WILL NOT BE RETURNED.**
4. LIST ALL PERSONS/AGENCIES THAT YOU HAVE CONTACTED ABOUT THIS MATTER.
    - a. Provide a complete list of all persons contacted.
    - b. Include the address and/or telephone number of each.
    - c. Attach copies of any documents you shared with those contacted.
    - d. Provide a summary of conversations with those you spoke to, including the date, their names and telephone numbers.
    - e. Describe the results of these contacts.
  5. DATE AND SIGNATURE:
    - a. Sign and date the Complaint Form.

If you have any questions, you may call (661) 868-4797.

Send this Complaint along with copies of any documentation to:

KERN COUNTY GRAND JURY  
1415 TRUXTUN AVENUE, SUITE 600  
BAKERSFIELD, CALIFORNIA 93301

YOUR CONFIDENTIALITY WILL BE RIGOROUSLY PROTECTED