



Case No. _____
(Assigned by clerk)

ETHICS INCIDENT/COMPLAINT FORM

Any person who has a complaint against a city official or employee, as defined in the Code of Ethics, alleging that conduct of that official or employee is in breach of the code, may bring the matter before the Birmingham Board of Ethics by filing this form with the city clerk. Within seven days upon receipt of this filing, the clerk will set a hearing for this matter and notify the parties involved according to the ordinance.

All advisory opinions will be communicated to the city commission and will be published on the city's website at www.bhamgov.org.

Written requests are subject to disclosure under the Freedom of Information Act.

- 1. Name the person alleged to have violated one or more provisions of the City of Birmingham's Ethics Ordinance (Chapter 2, Article IX), and provide the following information, if known. If you are alleging that more than one person may have violated the City of Birmingham's Ethics Ordinance, file a separate complaint form for each individual. The information on this form may be subject to disclosure under the Freedom of Information Act.

Name _____ Phone Number (____)_____

Address _____
(Number, Street, City, State, Zip)

Position or Board _____

- 2. Explain why you believe that the individual named above may have violated the City of Birmingham's Ethics Ordinance. Be as specific as possible as to dates, times, places, and actions. Attach additional sheets of paper if the space provided below is not sufficient. Also note which specific section in the ordinance was violated.

