

# HOTLINE REPORTING FORM

**Email completed form to:**

complaints@jvwcd.org

**or Mail to:**

Jordan Valley Water Conservancy District

Attn: Complaint Hotline

8215 South 1300 West

West Jordan, Utah 84088

**Complainant Information:**

<b>Complainant to remain anonymous?    Yes        No</b>		
<b>Complainant would like a response?    Yes        No</b>		
<b>Complainant Name</b>	<b>Check One</b> <input type="checkbox"/> District Employee <input type="checkbox"/> Citizen/Contractor	<b>Date Submitted</b>
<b>Home Address</b>		
<b>Phone/cell/email</b>		
<b>Work Address and information (if applicable)</b>		

**Information Concerning the Complaint (Please complete one form for each separate complaint)**

Each improper action should be noted separately and supported with reliable and sufficient evidence. Supplying detailed information contributes to a thorough and efficient investigation. This form is designed to help you supply the needed information.

**Who is the person(s) the complaint is against? (Please provide name, position, agency, division, and phone #)**

**Who is the above person's supervisor, if known? (Please provide name, position, and phone#)**

**What is the assertion of improper governmental activity? Please describe in detail.**

**When did the event(s) take place? Please include dates, time, and frequency.**

**Where did the event(s) occur?**

**Are there any other persons who might provide information or who witnessed the event? If so, what are their names, positions, agencies, divisions, and their contact information?**

**Is there evidence that can be examined or documentation that can be reviewed? (Please provide any available documentation)**

**How do you know about the improper action? Did you see it occur? Did you see documentation indicating it occurred? Did you hear about it from someone else?**

**What specific law or state regulation has been violated?**

Please attach to the email supporting documentation, details and ANY and ALL other information available to support the complaints or concerns.