



CITY OF GREENBRIER

P. O. BOX 466 • 202 W. COLLEGE STREET
GREENBRIER, TENNESSEE 37073
PHONE (615) 643-4531 • FAX (615) 643-0357

CITIZEN COMPLAINT FORM

Complaints on employees are taken seriously by the City of Greenbrier. Please complete the form and return it in a sealed envelope to the office of the Mayor at City Hall. Please complete all questions and sign the form.

DATE OF COMPLAINT: _____

LOCATION OF COMPLAINT: _____

EMPLOYEE(S) INVOLVED IN COMPLAINT: _____

GIVE THE NATURE OF COMPLAINT WITH ALL DETAILS: _____

(Use second page to continue if needed.)

WITNESSES TO THE INCIDENT. INCLUDE ADDRESSES AND TELEPHONE NUMBERS: _____

SIGNATURE

DATE

ADDRESS & PHONE NUMBER

INTEROFFICE USE ONLY:

DATE RECEIVED AT CITY HALL: _____ DEPT. HEAD ASSIGNED TO COMPLAINT: _____

COMPLAINT STATUS: _____

DATE INVESTIGATOR REPORT RECEIVED BY MAYOR: _____

