

Instructions for this Form:

- 1) Place completed form and any attachments into envelope.
- 2) Mail or deliver envelope to:
 Chief Judge, Meskwaki Tribal Court
 Attn: COMPLAINT ENCLOSED
 307 Meskwaki Rd.
 Tama, IA 52339
- 3) You will receive a confirmation by mail that the Court has received your complaint.

Sac & Fox Tribe of the Mississippi in Iowa
Tribal Court

COMPLAINT FORM



“Complaints” include communications related to the Court’s policies, practices, procedures, delays, mistakes or behavior as it relates to a court employee or employees, job performance, condition of work, or Justice Center premises (interior or exterior).

IMPORTANT: DO NOT use this form if your complaint is related to the outcome or decision in a court case.
 YOU MUST FILE AN APPEAL IF YOU ARE CHALLENGING THE OUTCOME OF A COURT CASE, and you must follow proper appellate process as outlined in the Court’s *“Rules of Procedure”*.

Please PRINT LEGIBLY

A NAME AND CONTACT INFORMATION

Mr. Mrs. **First Name** **Middle** **Last**

Mailing Address

Telephone 1 (Include Area Code) Home Cell Other

Telephone 2 (Include Area Code) Home Cell Other

Is this Complaint related to a Tribal Court Case? No Yes

If “Yes”, identify Court Case

B STATEMENT OF COMPLAINT

Please fully and completely state all of the facts and circumstances of your complaint. PLEASE BE SPECIFIC, referring to relevant dates, times and names of all persons involved. Attach as many additional pages as necessary to fully set forth all of the relevant facts and circumstances surrounding your complaint.

Incident occurred on or about **Date/s:**

Names of Persons Involved:

Description of incident: See also attached (#) of Sheets

C VERIFICATION

TODAY’S DATE _____ **YOUR SIGNATURE** _____

THIS BOX FOR COURT USE ONLY	Received by: _____ on Date: _____
Directed To: _____ on Date: _____	
Response From: _____ on Date: _____	