

Title VI Complaint Form

This form is used to file a formal Title VI complaint with South Central Regional Transit District (SCRTD). Complaints should be submitted within 180 days of the alleged incident.

COMPLAINANT INFORMATION

Name:

Address:

Address 2:

City: State: Zip:

Phone: Email:

INCIDENT INFORMATION

Date of Incident: Time:

Location:

Location 2:

Route Number: Vehicle Number:

Employee Name (if known):

DESCRIPTION OF COMPLAINT

WITNESS INFORMATION

Witness Name: Phone:

Email:

Witness Name: Phone:

Email:

REQUESTED RESOLUTION

CERTIFICATION

I certify that the information provided is true and correct to the best of my knowledge.

Signature: Date:

Title VI Complaint Form

Submission information and SCR TD internal use only.

SUBMIT COMPLETED FORM TO

South Central Regional Transit District (SCR TD)
Attention: Civil Rights / ADA Coordinator
2001 Futurity Drive
Sunland Park, NM 88063
Phone: (575) 323-1620
Email: admin@scrtd.org
Website: www.scrtd.org

SCR TD USE ONLY

Complaint Number:

Date Received:

Investigator Assigned:

Findings:

Disposition:

Note: Internal-use fields are fillable for SCR TD staff.