



# City of Grosse Pointe Park

## ETHICS COMPLAINT FORM

Case No. \_\_\_\_\_  
(Assigned by Clerk)

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

*To request a hearing by the Board of Ethics, complete the information below. All opinions of the Board of Ethics will be communicated to the city commission and will be published on the city's website at [www.grossepointepark.org](http://www.grossepointepark.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 Grosse Pointe Park's Ethics Ordinance, and provide the following information, if known. If you are alleging that more than one person may have violated the City of Grosse Pointe Park's Ethics Ordinance, file a separate complaint form for each individual.

Name: \_\_\_\_\_ Phone Number ( \_\_\_\_ ) \_\_\_\_\_

Address (if known): \_\_\_\_\_  
(Number, Street, City, State, Zip)

City Position or Board (if you are a City official/employee): \_\_\_\_\_

2. Explain why you believe that the individual named above may have violated the City of Grosse Pointe Park'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 of the ordinance was violated.

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3. Attach or make reference to any document or other evidence that may support your allegations. Also provide the names and addresses (if known) of any witnesses or persons who may have knowledge of facts that support your allegations.

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4. Are you aware of any civil, criminal or administrative action pending that involves the same parties as alleged in this complaint which involves substantially the same subject matter? If so identify in detail.

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5. I declare that the foregoing information is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Your signature Date

\_\_\_\_\_  
Your printed name Email

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

Daytime Phone ( \_\_\_ ) \_\_\_\_\_ Evening Phone ( \_\_\_ ) \_\_\_\_\_

**Please return this completed form to:**

City Clerk's Office, City of Grosse Pointe Park  
15115 East Jefferson Avenue, Grosse Pointe Park, MI 48230  
Email: [clerk@grossepointepark.org](mailto:clerk@grossepointepark.org)

If you have questions about this form, or would like to request the form in an alternate format for the visually impaired, contact the Clerk's Office at (313)822-6200 or email us at [clerk@grossepointepark.org](mailto:clerk@grossepointepark.org). We will take reasonable steps to accommodate your needs.

**NOTE:** Within seven days of receipt of this form, the Grosse Pointe Park Board of Ethics will set a date for a preliminary hearing on this matter. Any parties involved will be given 28 days' notice to appear at the hearing.

**OFFICE USE ONLY:**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_ Rev. 3/31/2022