

Questions? Contact us at nbea.office@nebraska.gov or ea.nebraska.gov

COMPLAINT FORM

1. RESPONDENT (The person against whom the complaint is being made):

<hr/> <i>Name</i>	<hr/> <i>License Number (if known)</i>
<hr/> <i>Company</i>	
<hr/> <i>Address</i>	
<hr/> <i>Phone</i>	<hr/> <i>Fax</i>
<hr/> <i>Email</i>	<hr/> <i>Other Information</i>

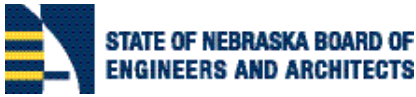
2. COMPLAINANT (The person making the complaint):

<hr/> <i>Name</i>	
<hr/> <i>Address</i>	
<hr/> <i>Phone</i>	<hr/> <i>Fax</i>
<hr/> <i>Email</i>	<hr/> <i>Best time to contact you</i>

3. Project Address (if applicable):

<hr/> <i>Street</i>	
<hr/> <i>City</i>	<hr/> <i>Parcel No. (if known)</i>

4. Do you have design plans prepared by the Respondent? Yes No
5. Did you and the Respondent sign a written contract or letter or agreement? Yes No



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6. DESCRIBE YOUR COMPLAINT. Be specific. What happened? Who else is involved, including city or county agencies (names, address, phone numbers)? Give dates and details.

By signing below, I declare that the information contained in this complaint, including any attached pages, is true and correct to the best of my belief.

Signature

Date

Mail this form and all supporting documentation to: **State of Nebraska Board of Engineers and Architects, PO Box 95165, Lincoln, NE, 68509-5165.** Include copies of ALL DOCUMENTS, including plans, letters, contracts, agreements, invoices, receipts, correspondence, photographs, etc. Do not send original documents. Attach extra pages if required – be as complete as possible.

Board Use Only: Date rec'd: _____ Complaint Number: _____