



1010 Clubhouse Drive
 Lake Isabella, MI, 48893
 989.644.8654
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 www.lakeisabellami.org

Board of Ethics Complaint Form

Any person may file a complaint if he or she has information that a public officer or employee has violated the Village of Lake Isabella Ethics Ordinance. It is not enough to merely allege that a public officer or employee has acted improperly. A complaint must contain credible information supporting the allegation(s) that one or more the provisions of the Village's Ethics Ordinance have been violated.

A complaint must be filed with the Village Clerk within the following time frame. For non-elected Village officials and staff, complaints are limited to conduct during the previous four years. For elected officials complaints are limited to the previous four years, or current term of office, whichever is longer from the date the offense is alleged to have occurred. A complaint is deemed filed upon the receipt by the Clerk.

Form Submitted by:			
Complainant:			
Address:			
Phone #:		Email:	

Respondent:	
Officer/Employee subject to complaint	
Office/Position Held by Respondent	
Date(s) of alleged violation(s)	

Please describe the conduct of the Respondent and section of the Ethics Ordinance alleged to have been violated: _____

(Please attach additional sheets if needed)

I, _____, the Complainant herein, being duly sworn state or affirm that the allegation(s) contained herein is/are true, except so far as they are stated to be based upon information, and to the extent they are based upon information, I believe them to be true.

This Ethics Complaint was executed on this ___ day of _____ 20___, by:

Signature of Complainant

Printed name of Complainant

STATE OF MICHIGAN }
 }
COUNTY OF _____ }

The foregoing instrument was acknowledged before me in _____ County, Michigan on _____, 20___ by _____, who is personally known to me or who has produced their Michigan driver's license as identification.

*
Notary Public, _____ County, Michigan
Acting in the County of _____
My commission expires: _____

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Any person who files a Complaint alleging a violation knowing that the material information provided therein is not true, or that information provided therein was made in reckless disregard for the truth, may be subject to a fine of up to \$500 as well as the reasonable costs incurred by the Village of Lake Isabella in investigating the Complaint and the reasonable costs incurred by the Respondent in responding to the Complaint.