

**FAIR ELECTION PRACTICES CAMPAIGN HEARING PANEL COMPLAINT FORM 2019**

**FROM:**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Work \_\_\_\_\_ Cell \_\_\_\_\_  
Email address \_\_\_\_\_  
Candidate for \_\_\_\_\_

**REGARDING:**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Work \_\_\_\_\_ Cell \_\_\_\_\_  
Email address \_\_\_\_\_  
Candidate for \_\_\_\_\_

**COMPLAINT FILING PROCEDURES DURING GENERAL ELECTIONS:**

1. The FEPC Hearing Panel will accept complaints beginning on August 1, 2019 for the General Election. The Committee will review complaints by candidates as they come in. Complaints must be received within ten (10) days of an initial publication, distribution or occurrence of alleged unfair materials or ads. Complaints occurring in the final six days before the General Election must be filed by noon on Monday, November 4<sup>th</sup>, the day before Election Day. **No hearings will be held on or after Election Day.**
2. **Only General Election candidates who sign and submit The Pledge by Tuesday, September 10, 2019 may file complaints** during the General Election season. Complaints filed by a candidate’s representative with the candidate’s approval will be recognized. Candidates may file only one complaint per advertisement, handout, statement, mailing, news report or incident.
3. In order to register a complaint with the FEPC Hearing Panel, you must send the complaint form and all supporting materials to the Committee Chair, Jim Morris. **Be concise.** The Panel **strongly prefers** all documents be delivered to the Panel as a Portable Digital File (PDF) or as a JPEG image file sent to [jmorris@morrisatty.com](mailto:jmorris@morrisatty.com). Documents may also be delivered to the Panel by hand or mail in care of Chair Jim Morris, 120 Corporate Woods, Suite 240, Rochester, NY 14623 or by fax (585) 292-5793 (with a cover sheet addressed to the Chair). If you have questions, call Jim Morris at (585) 292-5750 ext. 2. A hearing will not be scheduled unless and until the complaint form has been completed and all relevant materials are in the Hearing Panel’s possession.
4. *On the same day* that the complaint is filed with the Hearing Panel, **a hard copy of all the relevant materials MUST be sent by the serving candidate by certified mail or hand delivered to the candidate complained against** at the opposing candidate’s address on file with the Monroe County Board of Elections. It is **strongly** recommended that the serving candidate deliver a duplicate copy of the complaint package to a staff member at the affiliated political party headquarters (e.g., Democrat, Republican, Conservative, Independence, Working Families, Green, Women’s Equality, Reform) of the candidate complained against. While direct service to the candidate complained against is adequate, dual service will help ensure full compliance without controversy.
5. All decisions will be released by the Hearing Panel Chair to the candidates and the news media as soon as possible after the votes are taken. The Hearing Panel will not delay public release of its decision even if unable to make direct contact with the candidates. The decision will state whether allegations are valid or invalid. There is no “appeal” process. All decisions by the Hearing Panel are final.
6. ***Neither the League of Women Voters nor The Interfaith Alliance of Rochester will be involved in the Fair Election Practices Campaign Hearing Panel’s complaint review process.***

**DESCRIPTION OF COMPLAINT:**

Newspaper ad or brochure: \_\_\_\_\_ Date: \_\_\_\_\_

Radio or T.V. Station: \_\_\_\_\_ Date/Time aired: \_\_\_\_\_

Other: \_\_\_\_\_ Date: \_\_\_\_\_

*If possible, please include a copy of any related material (print, video tape, audio tape, news clipping, etc.). The Committee highly values full documentation; however, **be concise**. Please limit documentation to **no more than 20 pages**.*

**Briefly describe below what you claim is in violation of the Pledge.**

**I CERTIFY THAT COPIES OF THIS COMPLAINT HAVE BEEN PROVIDED TO THE PERSON COMPLAINED AGAINST AS REQUIRED.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Complainant)