

**FAIR ELECTION PRACTICES CAMPAIGN – COMPLAINT FORM**

**FROM:**

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

**REGARDING:**

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

**COMPLAINT FILING PROCEDURES:**

1. The FEPC Hearing Committee will accept and 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. **No hearings will be held on or after each Election Day.**
2. **Only Candidates who sign and submit The Pledge by the due date may file complaints.** 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 Committee, you must send the complaint form and all supporting materials to the Committee Chair, Rob Brown. **Be concise.** The Committee **strongly prefers** all documents be delivered to the Committee as a PDF or JPEG image file emailed to [rbrown@esoplus.com](mailto:rbrown@esoplus.com). Documents may also be delivered by hand or mail in care of Chair Rob Brown, 250 Mill Street, Rochester, NY 14614 (with a cover sheet addressed to the Chair). If you have questions, call Rob Brown at (585) 512-3414 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 Committee’s possession.
4. On the same day that the complaint is filed with the Hearing Committee, **a copy of all the relevant materials MUST be sent by the serving candidate by email or 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) 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 Committee Chair to the candidates and the news media as soon as possible after the votes are taken. The Hearing Committee 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 Committee 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 Committee’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)