

Sexual Harassment Complaint Form

Sexual harassment is a violation of state and federal law.
Complaints of sexual harassment will be investigated.

1. Information about Complainant:

Name:	Title:
Immediate Supervisor:	Department:
Work Location:	Work Phone:
Home Address:	Home Phone:

2. Type of Complaint:

Hostile Work Environment
Retaliation

3. Information about the Individual Accused of Harassment:

Name:	Title:	
Relationship to the Complainant (i.e. supervisor, co-worker, direct report):		
Department:		
Work Location:	Work Phone:	Home Phone (or other phone):

4. Information about the Allegations:

Describe the alleged sexual harassment incident(s):

- Please specify location(s), date(s) and time(s) of each occurrence, with as much detail as possible. Attach additional sheets, if necessary.

Did the Complainant inform the alleged offender(s) their behavior was unacceptable or unwanted?

YES NO

If yes, please describe.

Were there any witnesses to the alleged sexual harassment incident(s)?

YES NO

If yes, please provide the name(s), address(es), and phone number(s), if available.

Has this incident(s) been reported to anyone else?

YES NO

If yes, please provide the name(s), address(es), and phone number(s), if available.

What remedy or action is the Complainant requesting?

TO BE COMPLETED BY COMPLAINANT:

I, _____ **certify the information contained in this Form is**
(complainant name)
true and factual, to the best of my knowledge.

Complainant Signature

Date

TO BE COMPLETED BY INDIVIDUAL COMPLETING THIS FORM, IF NOT COMPLAINANT:

I, _____ **certify the information contained in this Form is**
(complainant name)
true and factual, to the best of my knowledge.

Signature

Date

*NOTE: Please attach any supporting documentation to this form.

Note: Complaints of sexual harassment may also be filed with:

Nevada Equal Rights Commission
(for Northern Nevada cases)
1325 Corporate Blvd., Room 115
Reno, NV 89502
775-823-6690
Fax: 775-688-1292
www.nvdetr.org/nerc.htm

Nevada Equal Rights Commission
(for Southern Nevada cases)
1820 E. Sahara Ave., Suite 314
Las Vegas, NV 89104
702-486-7161
Fax: 702-486-7054
www.nvdetr.org/nerc.htm

Equal Employment Opportunity Commission
(800) 669-4000

San Francisco District Office
(for Northern Nevada cases)
450 Golden Gate Ave., 5 West
P.O. Box 36025
San Francisco, CA 94102-3661
1-800-669-4000
Fax: 415-522-3415
TTY: 510-735-8909
www.eeoc.gov

Las Vegas Local Field Office
(for Southern Nevada cases)
333 Las Vegas Blvd. South, Suite 8112
Las Vegas, NV 89101
1-800-669-4000
Fax: 702-388-5094
TTY: 1-800-669-6820
www.eeoc.gov
