



## Workplace Bullying and Harassment Complaint Form

<b>Name and contact information of complainant</b>
<b>Name of alleged bully or bullies</b>

### Personal statement

Please describe in as much detail as possible the bullying and harassment incident(s), including:

- the names of the parties involved
- any witnesses to the incident(s)
- the location, date, and time of the incident(s)
- details about the incident(s) (behavior and/or words used)
- any additional details that would help with an investigation

Attach any supporting documents, such as emails, handwritten notes, or photographs. Physical evidence, such as vandalized personal belongings, can also be submitted.

--

<b>Employee Signature:</b>	<b>Date Signed:</b>
<b>Print Name:</b>	