



**CITY OF PROVIDENCE
GRIEVANCE PROCEDURE**

UNDER THE AMERICANS WITH DISABILITIES ACT

Complaint Form

This Form may be used by any individual to file a complaint alleging discrimination on the basis of disability in meetings, services, programs or activities of the City of Providence under Title II of the ADA. Alternate means of filing a complaint, such as personal interviews or tape recordings, are available upon request for people with disabilities. All complaints will be kept on file for a minimum of 3 years.

Filing Date: _____ Date of Alleged Incident: _____

Complainant Name: _____

Home Address: _____

Phone # : _____ Email: _____

The alleged act of discrimination involves which City department, meeting, agency or program?

Describe the alleged act of discrimination (additional paper may be attached):

This Complaint Form (or alternate reporting method) should be submitted by the complainant or his/her designee as soon as possible, but no later than 60 days after the alleged violation, to:

Leonela Felix, Esq.,
Ethics Education and ADA Coordinator
401-680-5333
lfelix@providenceri.gov

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