



**ADA Complaint Form
McDowell Transit**

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity and access for persons with disabilities for a variety of activities of daily living. The Federal Transit Administration requires that "No qualified person with a disability shall, solely by reason of his disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance administered by the Department of Transportation."

Note: The following information is necessary to assist us in processing your complaint. Should you require any assistance or reasonable modifications in completing this form, call 828-559-0744

1. Complainant Contact Information

Name _____
Address _____
City _____ State _____ Zip Code _____
Phone _____ Work Phone _____

2. Person discriminated against (if someone other than the complainant)

Name _____
Address _____
City _____ State _____ Zip Code _____

3. Which of the following best describes the reason(s) you believe the discrimination took place?

- a. Race/Color/National Origin _____
- b. Disability _____
- c. Disadvantaged Business Enterprise _____
- d. External Equal Employment Opportunity _____
- e. Other (please specify) _____

4. What date did the alleged discrimination take place? _____



5. Described the alleged discrimination. Explain what happened and who you believe was responsible. If the space below is insufficient please attach additional sheets.

6. Have you filed this complaint with any other federal, state, or local agency; or with any federal or state court? Yes No

7. If yes, check all that apply:

- Federal Agency Federal Court State Agency
 State Court Local Agency

8. Please provide contact information for the agency/court where the complaint was filed.

Name _____
 Address _____
 City _____ State _____ Zip Code _____
 Telephone Number _____

Complainant's Signature _____

Date _____

All complaints must be on the ADA Complaint Form. You may attach additional information that may be relevant to your complaint. The investigation will be conducted and completed within 60 days of the receipt of the written complaint.

Send all complaints by mail to:

Local	State	Federal
McDowell Transit ATTN: Director 300 Rockwell Dr Marion, NC 28752	NCDOT Office of Civil Rights ADA Program 1511 Mail Service Center Raleigh, NC 27699-1511	ADA Program Coordinator FTA Office of Civil Rights East Building, 5th Floor TCR, 1200 New Jersey Ave. S.E. Washington, D.C. 20509