

6. Have you hired an attorney?

7. Does this complaint involve a lawsuit or a Small Claims Court action?

Complete and return this form to:

COUNTY OF LOS ANGELES DEPARTMENT OF CONSUMER AND BUSINESS AFFAIRS

500 WEST TEMPLE STREET, B-96 LOS ANGELES, CA 90012-2706 (800) 593-8222

Website: dcba.lacounty.gov

FOR OFFICE USE ONLY

Case Number:

Category:

Date opened:

Assigned to:

Date closed:

Office:

COMPLAINT FORM

Instructions: Fill out both sides. Type or use ink. Attach copies, not original documents that support your case,

such as, contracts, receipts, canceled checks, letters, legal documents, and advertisements. **My Contact Information Business I'm Complaining About** Name of Business Name Address Salesperson or Representative City State Zip Code Address Telephone (Day) Telephone (Evening) City State Zip Code Cell phone Telephone Fax No. E-mail E-mail **Transaction Information** 1. Transaction Date: Amount paid: \$ 2. Did you sign a contract or other papers? (if yes, please attach a copy) Yes \square No \square 3. Have you contacted the business regarding this complaint? Yes 🗌 No 🗌 4. Who do you make payments to? 5. Other agencies you filed this complaint with:

No \square

No 🗌

Yes \square

Yes 🗌

Description of Your Complaint Print or Type

Please desc	cribe the facts of your complaint. Include names and dates	s. Use additional pages if necessary.
What is a fa	air and reasonable settlement?	
Read the	following before signing below:	
	I certify that the above information is true.	
	I understand a copy of this form will be sent to the business against which I have filed this complaint.	
	I understand that this page of the complaint is a public document and is available for inspection by the public and the media.	
	[] My initials here indicate my expressed permission for the business to disclose personal information relevant to this case to representatives of the County of Los Angeles Department of Consumer and Business Affairs	
Signature		 Date signed

Attach copies (not originals) of any documents.

Include a copy of this completed form.