

## **CITIZEN COMPLAINTS OF DISCRIMINATION PROCEDURE**

1. A citizen wishing to make a complaint of discrimination shall contact Genesee County's Fair Housing Officer through the County Manager's Office.
2. All fair housing complaints must be submitted in writing on the "Citizen Housing Discrimination Complaint Form", signed, addressed to the Fair Housing Officer, and submitted to the County Manager's Office.
3. All complaints must remain confidential and information pertaining to the complaint cannot be disclosed to any entity except HUD.
4. A copy of the submitted Complaint Form will be submitted to the County's Office for Small Cities Program Administrator, and filed with the Office of Fair Housing and Equal Opportunity at any HUD Office. Since HUD is the only entity information pertaining to the complaint can be disclosed to, HUD is the only one who can then conduct an investigation into the complaint.

**CITIZEN COMPLAINT OF DISCRIMINATION FORM  
COUNTY OF GENESEE**

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE #: \_\_\_\_\_

Who the Complaint is Against: \_\_\_\_\_

Describe the nature of the complaint including the specific act of  
discrimination:

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\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Complainant

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Fair Housing Officer