COUNTY OF SAN MATEO BOARD OF SUPERVISORS Board of Supervisors Dave Pine, 1st District Carole Groom, 2nd District Don Horsley, 3rd District Warren Slocum, 4th District David J. Canepa, 5th District

County Goverment Center 400 County Center, 1st Floor Redwood City, CA 94063 650-363-4653 T

www.smcgov.org

COMPLAINTS AGAINST THE COUNTY OF SAN MATEO

If you have a complaint against any department, division or service within the County of San Mateo, you can obtain a complaint form from the Board of Supervisors office located at 400 County Center (formerly 401 Marshall Street), Redwood City, CA. The form can be picked up in person or be sent by mail or fax. You may also request that a form be sent to you by calling (650) 363-4123.

Completed forms, once received in our office, will be directed to the head of the appropriate department, based on the nature of your complaint.

Please send your forms to:

COMPLAINTS SMC Board of Supervisors 400 County Center, 1st Floor Redwood City, CA 94063

Or you can fax the completed form to (650) 363-1916

Thank you.



County of San Mateo Complaint Form

PLEASE NOTE:

This form is to submit written concerns about a County department, division or service. If you wish to file a claim for <u>damages</u>, you must submit a **Claim against the County** form to the Clerk of the Board of Supervisors.

Please print legibly or type

Name				
Address				
City, State, ZIP	City		State	ZIP Code
Phone Number	()		□ cell □ other
Email Address				

Describe basis of complaint (continue on reverse side if needed):

Signature of person making complaint:

Date:

Please return form to:

COMPLAINTS, Board of Supervisors 400 County Center, 1st floor Redwood City, CA 94063 or fax: 650-363-1916

Your complaint will be distributed to the appropriate officials for response and/or action.

For Internal Use Only					
То	Date	Reply			
CM					
CC					
Dept					
Other					