**PETER & PAUL COMMUNITY SERVICES**

**ADA COMPLAINT FORM**

“No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.”

If you feel that you have been discriminated against in the provision of transportation services, please provide the following information to assist us in processing your complaint. Should you require any assistance in completing this form or need information in alternate formats, please let us know.

Please mail or return this form to:

Chief Operating Officer  
Peter & Paul Community Services  
2612 Wyoming Street  
St. Louis, MO  63118  
Fax: 314-621-9875

**PLEASE PRINT**

1. Complainant’s Name:
   a. Address:
   b. City:  
   c. Telephone (include area code): Home (  ) or Cell (  )  
   d. Electronic mail (e-mail) address:

2. Accessible Format of Form Needed?  (   ) YES specify:_________________________  (   ) NO

3. Are you filing this complaint on your own behalf?  (   ) YES  
   If YES, please go to question 7.  
   (   ) NO  If no, please go to question 4

4. If you answered NO to question 3 above, please provide your name and address.
   a. Name of Person Filing Complaint:
   b. Address:
   c. City:  
   d. Telephone (include area code): Home (  ) or Cell (  )  
   e. Electronic mail (e-mail) address:

5. What is your relationship to the person for whom you are filing the complaint?

6. Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.  (   ) YES, I have permission.  (   ) NO, I do not have permission.

7. I believe that the discrimination I experienced was based on (check all that apply):
   (   ) Mobility  
   (   ) Cognitive/intellectual/developmental  
   (   ) Mental/psychiatric  
   (   ) Learning  
   (   ) Vision  
   (   ) Hearing  
   (   ) Seizure  
   (   ) Speech  
   (   ) HIV/AIDS  
   (   ) Diabetes  
   (   ) Other (please specify)
8. Date of Alleged Discrimination (Month, Day, Year):

9. Where did the Alleged Discrimination take place?

10. Explain as clearly as possible what happened and why you believe that you were discriminated against. Describe all of the persons that were involved. Include the name and contact information of the person(s) who discriminated against you (if known). *Use the back of this form or separate pages if additional space is required.*

11. Please list any and all witnesses’ names and phone numbers/contact information. *Use the back of this form or separate pages if additional space is required.*

12. What type of corrective action would you like to see taken?

13. Have you filed a complaint with any other Federal, State, or local agency, or with any Federal or State court? ( ) YES If yes, check all that apply. ( ) NO
   a. ( ) Federal Agency (List agency’s name)
   b. ( ) Federal Court (Please provide location)
   c. ( ) State Court
   d. ( ) State Agency (Specify Agency)
   e. ( ) County Court (Specify Court and County)
   f. ( ) Local Agency (Specify Agency)

14. If YES to question 14 above, please provide information about a contact person at the agency/court where the complaint was filed.
   Name: 
   Title: 
   Agency: 
   Telephone: ( ) - 
   Address: 
   City: 
   State: 
   Zip Code: 

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date is required:

________________________________    ______________________________
Signature                          Date

If you completed Questions 4, 5 and 6, your signature and date is required:

________________________________    ______________________________
Signature                          Date