



## Inyo County Civil Grand Jury

PO Box 401

Independence, CA 93546

Email: [inyocountygrandjury@gmail.com](mailto:inyocountygrandjury@gmail.com)

### **CITIZEN COMPLAINT FORM**

1. Complainant Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

2. Subject of Complaint:

Please give a brief description of the complaint. include the type of complaint, agency and/or official(s) involved, and who in the community may be affected.

3. Date(s) of incident: \_\_\_\_\_

4. Location of incident:

Names and addresses of departments, agencies, or officials involved in the complaint. Include details of dates and types of contact already made, i.e. phone, letter, in-person.

5. Attach any pertinent documents and/or correspondence that the Grand Jury needs to review involving this complaint.

## COMPLAINT GUIDELINES

Receipt of all complaints will be acknowledged by mail. If a matter does not fall within the Civil Grand Jury's investigative authority, or the Jury determines not to investigate a complaint, no action will be taken and you will be notified via mail. The findings of any investigation conducted by the Civil Grand Jury can only be communicated in a formal final report published at the conclusion of the jury's term, June 30th.

The jurisdiction of the Civil Grand Jury includes the following:

- Consideration of evidence of misconduct by public officials within Inyo County.
- Inquiry into the condition and management of jails within Inyo County.
- Investigation and reports on the operations, accounts and records of the officers, departments or functions of county and cities including special districts created by state law.

Some complaints are not suitable for jury action. For example, the Civil Grand Jury does not have jurisdiction over judicial performance, actions of the court or cases that are pending in the courts. Grievances of this nature must be resolved through the established judicial appeal system. The Civil Grand Jury has no jurisdiction or authority to investigate federal or state agencies. Only causes of action occurring within Inyo County are eligible for review.

### FILING A COMPLAINT OR REQUEST FOR INVESTIGATION

Any private citizen, governmental employee or officer may ask the Civil Grand Jury to conduct an investigation. This complaint must be in writing and is treated by the jury as confidential. Any request for investigation must include detailed evidence supporting the complaint or request for investigation. If the Grand Jury believes that the evidence is valid and sufficient to support the complaint, a detailed investigation may be held. The written complaint should cover the following points:

- Specifically, who or what agency the complaint is against
- The nature of the complaint
- The action that the complainant believes was improper or illegal
- When and where did the incident(s) occur
- The consequences of this action
- Any action or remedies you are seeking
- Attach relevant documents and correspondence with dates
- Complaints may be submitted via:
  - Mail – PO Box 401, Independence, CA 93546
  - Hand-Delivery – Inyo Superior Court (please place in a sealed envelope marked confidential and addressed to Inyo County Grand Jury Attn: Alyse Caton)
  - Email – [inyocountygrandjury@gmail.com](mailto:inyocountygrandjury@gmail.com)

Additional information about the Grand Jury is also available on the Court's website:  
<https://www.inyo.courts.ca.gov/general-information/jury-service/civil-grand-jury>