



# COMPLAINT FORM

1755 E Plumb Lane, Suite 258

Reno, NV 89502

(775) 688-1231

[board@boe.state.nv.us](mailto:board@boe.state.nv.us)

Email the completed form and all supporting documents to: [board@boe.state.nv.us](mailto:board@boe.state.nv.us) or mail to:

## **Nevada Board of Professional Engineers and Land Surveyors**

1755 E Plumb Lane, Suite 258

Reno, NV 89502

### **COMPLAINANT INFORMATION** (person filing the complaint):

Engineer <input type="checkbox"/>	Land Surveyor <input type="checkbox"/>	Other <input type="checkbox"/>
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Name:
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Business Name:
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Address:
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City:
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State:
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Zip:
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Phone:
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Email:
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*Anyone can file a complaint (consumers, building officials and other design professionals). Complaints may allege unethical conduct, incompetence, misconduct, unlicensed practice or other actions. All complaints that fall within the board's jurisdiction, regardless of the source or allegation, will be investigated.*

**RESPONDENT INFORMATION** (person complaint is against):

Engineer       Land Surveyor       Other

Name:

Business Name:

Address:

City:

State:

Zip:

Phone:

Email:

**To submit a complete and accurate complaint, please include the following:**

- Description of the issue - what happened?
- Provide important dates and timeline
- City or county where project is located
- Names and contact information of those involved (names, addresses, phone numbers)
- Public entity involved in permitting the project
- Public entity reference / permit number for the project
- Supporting documents: contracts, invoices, plan sets, maps, etc. If there is no formal contract, provide scope of work, completion schedule, and cost estimate

**COMPLAINT NARRATIVE** (details of the complaint):

Please be as complete and specific as possible (attach additional sheets if necessary)

I declare, that the information contained in this complaint (and the attached pages) is true and correct to the best of my knowledge and belief

Signature:

Date:

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*typed name accepted as signature*