GCRTA is committed to ensuring that no person is excluded from participation in or denied the benefits of its services on the basis of race, color or national origin, disability, age, religion, gender, and veteran status. All complaints must be filed within 180 days from the date of the alleged discrimination.

The following information is necessary to assist us in processing your complaint. If you require assistance in completing this form, please contact the Office of Equal Opportunity by calling (216) 356-3085. The completed form must be returned to: GCRTA Office of Equal Opportunity, Sr. Manager of Office of Equal Opportunity, 1240 West Sixth Street, Cleveland, OH 44113-1331.

Section I:

Today's Date: _______________________

<table>
<thead>
<tr>
<th>Your Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Address:</td>
<td></td>
</tr>
<tr>
<td>City, State &amp; Zip Code:</td>
<td></td>
</tr>
<tr>
<td>Telephone No.:</td>
<td>Email Address:</td>
</tr>
</tbody>
</table>

Accessible Format Requirements? ☐ Large Print  ☐ Audio Tape  ☐ Braille  ☐ TDD  ☐ Other ___________

Section II:

Law prohibits discrimination on the basis of the categories shown below. Check those categories, which you feel apply to the discrimination you experienced.

- ☐ Age .................. Age 40 or over
- ☐ Color ................ Color of skin, including shade of skin within group
- ☐ Disability ............ Physical or mental disability
- ☐ Sex .................... Male or female, masculine or feminine, gender identity and pregnancy
- ☐ National Origin ....... National birth site – may also include person’s language, accent or race
- ☐ Race .................. Belonging to a certain race or because of certain characteristics associated with race
- ☐ Religion .............. Religious/Spiritual beliefs
- ☐ Retaliation .......... Retaliation for filing a discrimination complaint or for opposing illegal discriminatory practices
- ☐ Sexual Harassment.. Unsolicited and/or unwelcome sexual advances, requests for sexual favors and other verbal or physical harassment of a sexual nature
- ☐ Sexual Orientation.... Perceived by others to be in or identified with heterosexuality, homosexuality, bisexuality, etc.
- ☐ Veteran Status ........ Service in the Armed Forces

Section III:
Name of the person(s) responsible for the harm you feel you suffered:  
Job Title(s) and/or ID Number:

Location(s) of the occurrence(s):  
Route No. and/or Bus No.:

Date(s) and time(s) of the occurrence(s):  
Direction: Eastbound or Westbound

Brief description of the person(s) (i.e. gender, race, height, etc.):  

**Section IV:**

What type of harm or discriminatory action was taken against you?

- [ ] Accommodation
- [ ] Hostile environment
- [ ] Service
- [ ] Other

If “Other,” please specify:

________________________________________________________________________________________

________________________________________________________________________________________

**Section VI:**

Describe the harm you feel you suffered and how the person(s) you named above are responsible.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Did anyone witness the harm or discrimination you suffered?  

- [ ] No
- [ ] Yes

If “Yes,” please indicate who and what they witnessed.

________________________________________________________________________________________

________________________________________________________________________________________

**Section VI:**
What remedy would you like GCRTA to consider?
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Section VII:
Have you filed this complaint with any other federal, state or local agency or with any federal or state court?
❑ No  ❑ Yes
If yes, please provide the contact information at the agency/court where the complaint was filed.

<table>
<thead>
<tr>
<th>Agency:</th>
<th>Contact Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>Telephone Number:</td>
</tr>
<tr>
<td>City, State &amp; Zip Code:</td>
<td></td>
</tr>
</tbody>
</table>

Have you previously filed a Title VI complaint with GCRTA?  ❑ No  ❑ Yes
If yes, please describe the complaint?
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Please attach any written material or other information that you think is relevant to your complaint.

I affirm that the information contained in this document is true and accurate to the best of my knowledge, information and belief.

Complainant’s Signature: ___________________________ Date: __________

Please mail this form to:  GCRTA Office of Equal Opportunity
Manager of EEO & ADA Programs
1240 West 6th Street
Cleveland, Ohio 44113-1331

Revised 07/16