



CITY OF LAS CRUCES, NM TITLE VI COMPLAINT FORM

The City's commitment to compliance with Title VI of the Civil Rights Act of 1964 by informing employees, applicants, and members of the public that City programs, services, activities, and employment opportunities are provided without discrimination based on race, color, or national origin, and that language assistance and reasonable accommodations are available upon request. The use of multiple communication channels and standardized nondiscrimination statements helps ensure that individuals with Limited English proficiency (LEP).

Instructions: Please complete and sign the form and email or mail to the City within 180 calendar days of any incident to:
Compliance Administrator/Title VI Coordinator

Physical address:

Compliance Administrator/Title VI Coordinator
700 N Main Street
Las Cruces, NM 88001
Phone: 575-528-3100
Email: hrcompliance@lascruces.gov

1. Type of Discrimination (check all that apply):

Race/Ethnicity

Disability

National Origin

Color

CONTACT INFORMATION

2. Reporting Individual:

Full Name:	
Address:	
City, State, Zip code:	
Phone:	Alternate Phone:
Email:	

3. Authorized Representative of Reporting Individual (if any):

Full Name:	
Address:	
City, State, Zip code:	
Phone:	Alternate Phone:
Email:	

DETAILS OF COMPLAINT / INCIDENT

4. Date/Time of Incident: _____

5. Department/Facility/Location Involved:

6. Describe the incident/complaint with enough detail so the nature of the grievance can be understood. Be sure to include the names and contact information of any witnesses. Add additional pages if necessary:

7. Have you filed this complaint with any other federal, state, or local agency; or with an federal or state court? If yes, please provide contact information where the complaint was filed.

8. Remedy Sought. What action do you want taken?

Signature

Date

Attach additional pages as necessary. If you need assistance, require an accessible format, or have questions about this form, please contact the City's Compliance Administrator/Title VI Coordinator at:

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