



THE ROYAL CANADIAN LEGION COMPLAINT FORM



1. The Royal Canadian Legion as defined by our Purposes and Objects, and our Articles of Faith is a fraternal veteran's organization based on comradeship and service to our Nation. In any organization, problems and disputes arise. To deal with these, Article III of our General By-Laws provides a formal resolution mechanism. Face-to-face discussion and compromises are all less formal means to resolve issues and should be considered as alternatives to formal action. However, where situations cannot be resolved amicably, a complaint may be lodged to seek resolution. Section 304 of The General By-Laws should be consulted to ensure that problems are dealt with efficiently and expeditiously.

2. To be completed by the Person Lodging the Complaint (Complainant):

"I, _____, of Branch # _____, wish to initiate complaint proceedings against _____, of Branch # _____, for a breach of Sub Section 304.a. of The General By-Laws, and specifically Sub Section (circle the appropriate Sub Section (s))":

- i. Breach of clubhouse rules or privileges.
- ii. Profane or disorderly conduct in or about any place where any event is being carried on under Legion auspices or control.
- iii. Breach of his obligations to the Legion or of these By-Laws.
- iv. Knowingly lodging a false complaint against a member
- v. Conduct which in any way brings or tends to bring the Legion into discredit.
- vi. Theft or misappropriation of Poppy funds, Legion funds or property.

3. Circumstances Surrounding the Complaint: (See Sub Section 304.b.i. Provide a brief account of the circumstances surrounding the complaint, including: location and date of incident, witnesses, etc. Use a separate sheet of paper if necessary.)

4. Signature of Complainant: _____
Complainant Date

5. To be valid, the complaint must be lodged with the Secretary of the appropriate branch or command within 15 days of the alleged offence or knowledge thereof.

6. Signature of Secretary of Branch/Command receiving complaint:

Secretary Date