

### Title VI Complaint Form

Instructions: If you would like to submit a Title VI complaint to the BH & CC Tramway, please fill out the form below and send it to: BH & CC Tramway, Attn: Title VI Coordinator, P.O. Box 68, 987 Miners Road, Black Hawk, CO 80422. For questions or a full copy of Tramway's Title VI policy and complaint procedures call 303-582-1324 or email [tisbester@cityofblackhawk.org](mailto:tisbester@cityofblackhawk.org).

|  |             |  |                   |    |
|--|-------------|--|-------------------|----|
| <b>Section I:</b>  |             |  |                   |    |
| Name:  |             |  |                   |    |
| Address:   |             |  |                   |    |
| Telephone (Home):  |             |  | Telephone (Work): |    |
| Electronic Mail Address:   |             |  |                   |    |
| Accessible Format Requirements?  | Large Print |  | Audio Tape        |    |
|  | TDD         |  | Other             |    |
| <b>Section II:</b>   |             |  |                   |    |
| Are you filing this complaint on your own behalf?  |             |  | Yes*              | No |
| *If you answered "yes" to this question, go to Section III.  |             |  |                   |    |
| If not, please supply the name and relationship of the person for whom you are complaining:  |             |  |                   |    |
| Please explain why you have filed for a third party:<br>_____  |             |  |                   |    |
| Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.  |             |  | Yes               | No |
| <b>Section III:</b>  |             |  |                   |    |
| I believe the discrimination I experienced was based on (check all that apply):<br>[ ] Race                      [ ] Color                      [ ] National Origin<br>Date of Alleged Discrimination (Month, Day, Year): _____<br>Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.<br>_____<br>_____ |             |  |                   |    |
| <b>Section IV</b>  |             |  |                   |    |
| Have you previously filed a Title VI complaint with this agency?   |             |  | Yes               | No |
| <b>Section V</b>   |             |  |                   |    |

|   |   |
|---|---|
| Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? |   |
| <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |
| If yes, check all that apply:   |   |
| <input type="checkbox"/> Federal Agency: _____  |   |
| <input type="checkbox"/> Federal Court _____  | <input type="checkbox"/> State Agency _____ |
| <input type="checkbox"/> State Court _____  | <input type="checkbox"/> Local Agency _____ |
| Please provide information about a contact person at the agency/court where the complaint was filed.              |   |
| Name: _____   |   |
| Title: _____  |   |
| Agency: _____   |   |
| Address: _____  |   |
| Telephone: _____  |   |
| <b>Section VI</b>   |   |
| Name of agency complaint is against: _____  |   |
| Contact person: _____   |   |
| Title: _____  |   |
| Telephone number: _____   |   |

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please submit this form in person at the address below, or mail this form to:  
 BH & CC Tramway Title VI Coordinator  
 P.O. Box 68, 987 Miners Road  
 Black Hawk, CO 80422  
 For assistance contact 303-582-1324