



Guardian ad Litem Board

Complaint Response Form

Instructions:

1. Complete all sections legibly and in ink with the requested information.
2. All areas shall be completed. Use "NA" if the question is not applicable.
3. If additional pages are needed to respond to a question, the corresponding Complaint Response form Part Name and Letter, and sub-section shall be provided at the beginning of each answer on an additional page.
4. The respondent shall sign and date the Complaint Response form.
5. The respondent shall provide the Board with an original and 9 copies of an executed response form within 30 days of the date appearing on the Board's written notification of the complaint.

Part A: Response Information

1. Respondent's full Name and address:

a. First: _____ Middle: _____ Last: _____

2. Identification of the complaint to which this answer pertains: _____

3. Please select one of the following:

a. _____ Pursuant to Gal 203.02 (f) (3) b., I elect not to submit a substantive answer to the allegations at this time.

b. _____ I wish to provide a substantive answer at this time and address the specific allegations made in the complaint as follows [attach additional pages as needed]:

Part B: List of Documents

Provide a list of the supporting materials, if any, submitted in conjunction with this response and attach copies of those materials to this answer form.

- a. Document 1: _____
- b. Document 2: _____
- c. Document 3: _____
- d. Document 4: _____
- e. Document 5: _____
- f. Document 6: _____
- g. Document 7: _____
- h. Document 8: _____
- i. Document 9: _____
- j. Document 10: _____
- k. Document 11: _____
- l. Document 12: _____

Part C: Certification

By signing this complaint I hereby certify that:

- 1. The information provided on the complaint form is true and accurate, to the best of the signer's knowledge;
- 2. The supporting materials, if any, submitted in conjunction with the response are complete, unaltered and accurate copies of the material listed; and
- 3. The signer acknowledges that, pursuant to RSA 641:3, knowingly making a false representation on the complaint response form is punishable as a misdemeanor

Complainant's Signature

Date

Print Name