STATE OF GEORGIA
CHEROKEE COUNTY
CLERK OF SUPERIOR COURT

Notary Division
90 North Street
Suite G-170
Canton, GA 30114

COMPLAINT FORM

Pursuant to Official Code of Georgia Annotated 45-17-20, each Clerk of the Superior Court in the State of Georgia is authorized to recommend to the appropriate prosecuting officers that criminal proceedings be instituted for violations of the Georgia Notary Law.

Instruction: Please provide detailed information, be specific and compose clear, concise answers. Please furnish copies of any documents or other materials relating to this complaint. If additional space is needed, attach separate sheets and reference the item. **Please type or print clearly.**

COMPLAINANT INFORMATION

FULL NAME_____**DATE OF BIRTH:**_____

ADDRESS:_____**CITY:**_____**STATE:**____ **ZIP:**_____

HOME PHONE:_____**BUSINESS PHONE:**_____**CELL PHONE:**_____

INFORMATION REGARDING THE NOTARY AGAINST WHICH YOU ARE FILLING A COMPLAINT

If more space is needed, please attach additional pages and reference the item as "Additional Notary Information."

NOTARY NAME:_____

NOTARY ADDRESS:_____

NOTARY PHONE:_____**NOTARY'S EMPLOYER**_____

EMPLOYER'S ADDRESS:_____

EMPLOYER' PHONE_____

1. **Describe your complaint. Be specific.**

2. **Describe the documents that are in your possession that relate to your complaint. Please attach copies if applicable.**

3. **Have you contacted any other agency regarding your complaint? If so, please provide the name, address, and phone number of the agency. Please provide the name of a contact person if you have one.**

4. **Have you contacted the person or organization against which you have a complaint? If so, please provide us with the name of the individual that you spoke with and state their response. If there has been correspondence exchanged, please provide copies.**

5. **Have you contacted a private attorney regarding this matter? If so, please include the attorney's name, address and telephone number.**

6. **Is court action pending regarding this matter? If so, please provide the name and location of the court as well as the style of the case and case number.**

7. **Are you aware of any person other than yourself that has had a similar experience with this notary or do you know someone that might be helpful in providing additional information? If so, please provide their name, address and telephone number. Give any pertinent information regarding their role.**

By signing below, you agree that you are willing to appear in court and testify in this matter should it become necessary.

Date:_____

_____   _____
                Signature   **Printed Name**