



## **FORMAL COMPLAINT FORM**

1. Date Submitted: \_\_\_\_\_
2. Complaint by: \_\_\_\_\_
3. Status/Official Position (President, Coach, Parent, etc.): \_\_\_\_\_
4. Phone Numbers: (w) \_\_\_\_\_ (h) \_\_\_\_\_
5. E-mail Address: \_\_\_\_\_
6. Mailing Address (must be a residence or business street address, not a PO Box)  
\_\_\_\_\_  
\_\_\_\_\_
7. Association/Affiliation: \_\_\_\_\_
8. Please summarize the complaint/violation and the relevant NCYSA governing rule alleged to have been violated. If additional space is needed, you may attach additional pages.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. State Name of alleged violator: \_\_\_\_\_
10. Alleged violator's Phone number (if available): \_\_\_\_\_
11. E-mail Address (if available): \_\_\_\_\_
12. In order to state a valid complaint, you must specify in reasonable detail all relevant factual allegations (e.g. persons involved, locations of events, chronology of events, etc.) of which you have personal knowledge. You may attach additional pages. Unspecified allegations based on hearsay generally will not be sufficient.  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13.	Name of Witness(es)	Status/Title (Referee, administrator, coach, parent)	Phone Number
1.			
2.			
3.			
4.			

Additional Comments:

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Name of Association Discipline and Appeals (D & A) Representative:

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*I verify my knowledge of this complaint being filed with North Carolina Youth Soccer Association's Discipline and Appeals Committee.*

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Signature of Association D&A Representative	Date
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**PLEASE ATTACH SUPPORTING DOCUMENTS** (Examples: letters, match report, e-mail, Referee report, etc.)

Mail to: NCYSA – Attn: Discipline & Appeals - PO Box 18229 - Greensboro, NC 27419  
Shipping Address: NCYSA – Attn: Discipline & Appeals - 136 Manley Avenue - Greensboro, NC 27407