



To Whom It May Concern;

Thank you for contacting the association. Per your request, attached is an Ethics Complaint form which you will need to complete and return to me, along with a written explanation of the events to substantiate your complaint. The complaint must be filed with the Association within 180 days from the time a complainant knew (or reasonably should have known) that potentially unethical conduct took place. Please be advised that if any other legal actions or police reports have been filed, those processes will need to be completed before your complaint can be heard.

I am attaching a copy of the NAR Code of Ethics and Standards of Practice to assist you in citing the Article(s) that you are alleging was violated. If you need assistance in determining which article you need to cite, please feel free to contact the Association and a member of the Association's Grievance Committee will be assigned to assist you.

Once we have received the formal complaint, this information is forwarded to our Grievance Committee to determine if there is sufficient cause to refer the case before a hearing panel of our Professional Standards Committee so it is very important to furnish us with a detailed explanation as possible. Please keep in mind that if this case goes before a hearing panel, you will have to appear in person as the complainant. You will be notified in writing of the decision of the Grievance Committee.

Again, if you need any assistance, please let me know.

Sincerely,

Sheila Dodson
Chief Executive Officer
P. O. Box 1000
Robertsdale AL 36567

