

# MODEL OPEN MEETING LAW COMPLAINT FORM

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Town of Whitingham  
PO Box 529  
Jacksonville VT 05342  
OR email to [gig@whitinghamvt.org](mailto:gig@whitinghamvt.org)

Date: \_\_\_\_\_

ATTN: [*insert Selectboard, Selectboard Administrator, selectboard chair, or town clerk, etc.*]

YOUR NAME: \_\_\_\_\_

YOUR PHONE: \_\_\_\_\_

YOUR EMAIL: \_\_\_\_\_

## FACTUAL DESCRIPTION OF THE COMPLAINT:

Prior to bringing a civil action in the Civil Division of the Superior Court in the county in which the alleged violation has taken place for appropriate injunctive relief or for a declaratory judgment, Vermont law requires any person aggrieved by an alleged violation of the Open Meeting Law to provide the public body with a written notice that alleges a specific violation and requests a specific cure of such violation.

- Date and Time Occurred:
- Name of Public Body:
- Specific Violation Alleged:
- Specific Cure Requested:

Please provide any additional facts that may assist the Town of Whitingham in its investigation below:

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