



Title VI Complaint Form

Tableland Services, Inc. (Tableland or the Agency) operates its federally assisted programs, services, and activities without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964 and applicable federal requirements.

Use this form if you believe you have been subjected to discrimination based on race, color, or national origin in connection with a Tableland program, service, or activity. Complaints should be filed within 180 days of the alleged discrimination. You may attach additional pages or supporting materials.

Submit to Tableland Services, Inc. (Agency)
Attn: Title VI Coordinator
535 E. Main Street
Somerset, PA 15501

Email / Questions
jhemminger@tableland.org
814-445-9628
Title VI complaint process

Language and communication assistance: If you need assistance completing this form, information in another language, or an accessible format, please contact Tableland's Title VI Coordinator. Complaints involving Tableland's federally funded transportation services may also be filed directly with the Federal Transit Administration (FTA) Office of Civil Rights within the applicable filing period.

Federal Transit Administration, Office of Civil Rights, 1200 New Jersey Avenue SE, Washington, DC 20590.

Section I - Complainant Information

Name:

Address:

Telephone (Home):

Telephone (Work/Mobile):

Email:

Preferred method of contact: ☐ Phone ☐ Email ☐ Mail ☐ Other: _____

Do you need an accessible format or communication assistance? ☐ No ☐ Yes

If yes, please describe: _____

Section II - Filing on Behalf of Another Person

Are you filing this complaint on your own behalf? ☐ Yes ☐ No

If Yes, proceed to Section III.

If No, name of person for whom you are filing:

Relationship:

Telephone / Email:

Please explain why you are filing on this person's behalf and confirm that you have permission to do so.

Permission obtained: ☐ Yes ☐ No

Explanation: _____

Section III - Alleged Title VI Discrimination

Date of Incident (Month/Day/Year): _____ Time (if known): _____

Basis of alleged discrimination (check all that apply): ☐ Race ☐ Color ☐ National Origin

Please describe what happened and why you believe you were discriminated against based on race, color, or national origin. Include the names or titles of the persons involved, if known, and the names and contact information of any witnesses.

Section IV - Prior Title VI Complaint to Tableland

Have you previously filed a Title VI complaint with Tableland Services, Inc. regarding this matter or a related matter? ☐ Yes
☐ No

If Yes, date filed (if known): _____ Prior complaint/reference number (if known): _____

Section V - Other Complaints or Legal Filings

Have you filed this complaint with any court or federal, state, or local agency? ☐ Yes ☐ No

If Yes, check all that apply: ☐ Federal Agency ☐ Federal Court ☐ State Agency ☐ State Court ☐ Local Agency

Name of Agency/Court:

Contact Person/Title:

Address:

Telephone:

Case/Reference Number (if known):

Section VI - Person, Department, Program, Service, or Activity Involved

Name of person, department, program, service, or activity involved (if known):

Contact Person/Title (if known):

Telephone (if known):

Additional information: _____

Section VII - Certification and Signature

I certify that the information provided is true and complete to the best of my knowledge. Tableland may contact me for additional information needed to review this complaint.

Signature:

Date:

Print Name: