Title VI Complaint Form
Bluefield Area Transit (BAT)
Bluefield, West Virginia 24701

Bluefield Area Transit is committed to ensuring that no person is excluded from participation in or denied the benefits of its services on the basis of race, color or national origin, as provided by Title VI of the Civil Rights Act of 1964, as amended. Title VI complaint must be filed within 180 days from the date of the alleged discrimination.

The following information is necessary to assist us in processing your complaint. If you require any assistance in completing this form, please contact the Title VI Officer by calling (304) 327-8418. The completed form must be returned to BAT Office of Civil Rights, Title VI Coordinator, P.O. Box 1838, Bluefield, West Virginia 24701.

Your Name:		Phone:		Date of Incident:			
Street Address:		City:		State:		Zip:	
Person(s) discriminated against (if someone other than complainant):							
Name(s):							
Street Address:		City:		State:		Zip:	
Which of the following best describes the reason for the alleged discrimination took place? ☐ Race ☐ Color ☐ National Origin (Limited English Proficiency)							
Please describe the alleged discrimination incident. Provide the name of all BAT employees involved if available. Explain what happened and whom you believe was responsible.							

Have you filed a complaint with any other federal, state or local agencies? ☐ Yes ☐ No							
If so, list agency/agencies and contact information.							
Agency:		Contact Name:					
Street Address:		City:		State:		Zip:	
I affirm that I have red the above charge and that it is true to the best of my knowledge, information and belief.							
Complainant's Signature:		Date:					
Print or Type Name of Complainant:							
Date Received:							
Received By:							