*You can ask another person to help you fill in this form if you like.*

*Versions of this form are available in some languages other than English on the Ministry Standards Commission website (*[*ministrystandards.org*](https://ministrystandards.org/)*).*

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| Are you making this complaint for yourself or on behalf of another person? | *For myself* (✓) | *On behalf of another person* (✓) |
| If you are making this complaint on behalf of another person, please provide your full name and contact details: |
| Name |  |
| Address |  |
| Telephone/Cell |  |
| Email |  |

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| **SECTION A** |
| Name |  |
| Address |  |
| Telephone/Cell |  |
| Email |  |
| *Please note that your name may be provided to the person about whom the complaint is made.**Your contact details will not be provided to that person.*If you are concerned about your name being disclosed to the person about whom the complaint is made, please explain why: |

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| **SECTION B** |
| Age |  |
| Gender |  |
| Are you a current member of an Anglican congregation? | *Yes* (✓) | *No* (✓) |
| If yes, please state |  |

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| **SECTION C** |
| Who are you complaining about? |
| What is that person’s current position in the Anglican Church (if any)? |
| Was that the position he/she occupied at the time of the conduct you are complaining about? | *Yes* (✓) | *No* (✓) |
| If no, please describe the position they occupied at the time of the conduct you are complaining about: |
| When did the conduct you are complaining about occur?*Please try to give an accurate date or month or year. If the conduct was repeated or continuing, please give approximate start and finish dates.* |
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| **SECTION D** |
| What was/is the conduct about which you are complaining?*Please describe the conduct as accurately as you can. Please include the names (if known) of anyone you refer to. Attach a sheet if the conduct cannot be summarised accurately in the space below.* |
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| Did this conduct affect you alone, other people, or both you and others? |
| Besides yourself, are there other witnesses to this conduct?If so, please list their names and contact details (if known): |
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| **SECTION E** |
| Have you reported the conduct about which you are complaining to: |
| The NZ Police | *Yes* (✓) | *No* (✓) | If any answers are *Yes*, please supply details: |
| Some other law enforcement authority | *Yes* (✓) | *No* (✓) |
| Another Priest or a Bishop | *Yes* (✓) | *No* (✓) |
| Any other person | *Yes* (✓) | *No* (✓) |
| Have you discussed with or confronted the person about whom you are complaining his/her conduct? | *Yes* (✓) | *No* (✓) |
| If yes, where and when? |
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| --- | --- | --- |
| Other than this form, are there any letters, emails or other records relevant to your complaint?*(Other records may include, for example, text messages, social media messages, statements from other people who experienced or observed the conduct that you are complaining about etc. Statements from other people who experienced or observed the conduct that you are complaining about should be signed and dated by that person.)* | *Yes* (✓) | *No* (✓) |
| If yes, please attach them to this complaint form and summarise them below. *It is important that you provide all information that you hold that is relevant to your complaint.*  |
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| **SECTION F** |
| Have you made a similar complaint about the same person before? | *Yes* (✓) | *No* (✓) |
| If yes, when? What was the result? |
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| Do you know if other people have or will be making an identical complaint against the same person? | *Yes* (✓) | *No* (✓) |
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| I believe that the facts of my complaint are true. |
| Signed: |
| Date: |

Thank you for completing this form.

Please send the completed form and any attachments to:

Independent Registrar
Ministry Standards Commission
PO Box 87188
Meadowbank
Auckland 1742

or:

registrar@ministrystandards.org

The Independent Registrar will send you an information sheet about the complaints process, and will also keep you informed as the Title D process goes through its various stages.