

THE STATE OF NEW HAMPSHIRE  
Guardian ad Litem Board

**COMPLAINT FORM**

*Pursuant to Gal 203.01 (d), answers provided on this form shall be provided using a keyboard or be legibly printed in ink. This form is to be signed by the complainant and shall have all sections completed or designated as "not applicable." Pursuant to Gal 203.01 (c) (2), the complaint filing fee specified in Gal 304.01 (\$100 as of September 15, 2007) must be submitted with this complaint in the form of a valid check or money order. The check or money order should be made out "State of New Hampshire: GAL Board"*

*A synopsis of the complaint process is available from the Board. Persons filing a complaint should, however, consult the administrative rules of the Guardian ad Litem Board and RSA 490-C for specific information and requirements regarding procedure, the "Ethical Standards and Standards of Practice" applicable to certified guardians ad litem and other matters bearing on the complaint process.*

1. Name of person making complaint:

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2. Street address of person making complaint

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3. Mailing address of person making complaint (if different from street address):

Check here if address is the same:

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4. Daytime telephone number of person making complaint:

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5. E-mail address of person making complaint (if any):

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6. Name of guardian ad litem complained against:

\_\_\_\_\_

7. Business address of guardian ad litem complained against:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Business telephone number of guardian ad litem complained against:

\_\_\_\_\_

9. Specify which provision(s) of Chapter Gal 500 of the administrative rules of the Guardian Ad Litem Board [“Ethical Standards and Standards of Practice”] it is claimed that the guardian ad litem violated (identify the rule number). *[Attach additional pages as needed]:*

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_

10. If it is alleged that the guardian ad litem violated Gal 503.01 (f) or any other provision of Chapter Gal 500 of the rules of the Guardian ad Litem Board that refers to statutory provisions, rules of court, guidelines, protocols or orders applicable to the guardian ad litem, specify the statutory provision(s), rule(s) of court, guideline(s), protocol(s) or order(s) alleged to have been violated *[Attach additional pages as needed]:*

Check here if not applicable

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_



14. A. Has the matter about which this complaint is being made been brought to the attention of any court?

YES  NO

B. If the answer to 14. A. is yes, please provide:

I. The name of the court: \_\_\_\_\_

II. A brief description of any proceeding in the court relative to the matter complained of [*Attach additional pages as needed*]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. If this complaint stems from a court case in which the guardian ad litem complained against was appointed, what was your role in that court case?

\_\_\_\_\_

16. Does the matter complained of stem from the actions of a guardian ad litem in a case:

A. In which a trial or judicial proceeding is in progress?

YES  NO

B. In which the guardian ad litem complained against is presently performing, or is under a duty to perform, activities, regardless of whether a trial or judicial proceeding is in progress?

YES  NO

C. Which is pending on an appeal relating to issues within the scope of the guardian ad litem's appointment, regardless of whether a trial or judicial proceeding is in progress?

YES  NO

D. In which the period to appeal issues within the scope of the guardian ad litem's appointment has expired?

YES  NO

17. Pursuant to Gal 203.01 (b) (14), please attach hereto a list of supporting materials that you believe directly relate to the complaint. Please note that copies, not originals, of such documents should be submitted with the completed complaint form and filing fee. See Gal 203.01 (c).

Check here to indicate that a list is attached

18. If this complaint is being submitted by court personnel acting in an official capacity, please specify below what documents, facts or other materials connected with the complaint are confidential in nature, together with a specification of the statute, court rule, order or other authority under which the documents, facts or other material are made confidential [*attach additional pages as necessary*]:

Check here if question not applicable because complaint not filed by court personnel

Check here if complaint filed by court personnel but no items are confidential

Item: \_\_\_\_\_ Authority: \_\_\_\_\_

Item: \_\_\_\_\_ Authority: \_\_\_\_\_

19. **Certification.**

By signing this complaint, I hereby certify that:

- a. The information provided on the complaint form is true and accurate, to the best of my knowledge;
- b. The supporting materials submitted in conjunction with the complaint are complete, unaltered and accurate copies of the material listed; and
- c. I acknowledge that, pursuant to RSA 641:3, knowingly making a false representation on the complaint form is punishable as a misdemeanor.

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

Name (printed or typed):

\_\_\_\_\_

**Pursuant to RSA 641:3, false statements made on this form are punishable by law.**

## **LIST OF DOCUMENTS**

*The following form may be used to list the documents that the complainant believes directly relates to the complaint. Alternatively, the complainant may submit a list of his or her own creation. Please attach additional pages as needed. Copies of documents should be included with the filing.*

Name of person making complaint:

\_\_\_\_\_

Name of guardian ad litem complained against:

\_\_\_\_\_

Date of complaint:

\_\_\_\_\_

Document 1: \_\_\_\_\_

Document 2: \_\_\_\_\_

Document 3: \_\_\_\_\_

Document 4: \_\_\_\_\_

Document 5: \_\_\_\_\_

Document 6: \_\_\_\_\_

Document 7: \_\_\_\_\_

Document 8: \_\_\_\_\_

Document 9: \_\_\_\_\_

Document 10: \_\_\_\_\_

### **Please Note**

*Filings with, and hearings held before, the Board might in some circumstances implicate matters that are confidential according to statutory or case law, administrative or court rules or court orders. RSA 490-C and the rules of the Board contain provisions relating to confidentiality issues and in some circumstances allow the Board to issue orders regarding confidentiality. Persons filing matters with the Board or involved in hearings before the Board are encouraged to review statutes and rules relative to confidentiality.*