



## **Workplace Harassment & Violence Complaint Form**

**Name and contact information of worker who has allegedly experienced workplace harassment or incident of violence (your name):**

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**Name of alleged harasser or perpetrator of violence (s) and contact information, if available:**

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**Details of the complaint of workplace harassment or incident of workplace violence:**

Please describe in as much detail as possible the bullying and harassment incident (s), including: (a) the names of the parties involved; (b) any witnesses to the incident (s); (c) the location and time of the incident (s); (d) details about the incident (s) (including behavior and /or words used); (e) any additional details. (Attach as much pages you may require).

**Relevant documents /evidence:**

Attach any supporting documents, such as emails, handwritten notes, or photographs. Physical evidence, such as vandalized personal belongings or body marks, can also be submitted. If you are not able to attach documents and they are relevant to your complaint, please list the documents below. If someone else has relevant documents, please note that below.

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Your signature:

Date: -----

Report received by:

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Topnotch Employment Manager/Supervisor/Designate

Date received: -----

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