

# OPEN MEETING LAW COMPLAINT FORM

Town of Halifax, VT

ATTN: **Selectboard Chair**

Town of Halifax

PO Box 127

West Halifax, VT 05358

PHONE: 802-368-7390

EMAIL: [edee.halifaxvt.selectboard@gmail.com](mailto:edee.halifaxvt.selectboard@gmail.com)

## FACTUAL DESCRIPTION OF THE COMPLAINT:

Prior to bringing a civil action in the Civil Division of the Superior Court in the county in which the alleged violation has taken place for appropriate injunctive relief or for a declaratory judgment, Vermont law requires any person aggrieved by an alleged violation of the Open Meeting Law to provide the public body with a written notice that alleges a specific violation and requests a specific cure of such violation.

- Date and Time Occurred:
- Name of Public Body:
- Specific Violation Alleged:
- Specific Cure Requested:

Please provide any additional facts that may assist the Town of Halifax in its investigation below:

---

---

---

---

---

---

If you need more space, please attach sheets to this form. Submit this document, and any supporting documentation, to the address at the top of this form.