

**BOARD OF ETHICS
OFFICE OF THE CORPORATION COUNSEL**

City Hall, 1 Kennedy Plaza
Utica, New York 13502
Tel.: (315) 792-0171
Fax: (315) 792-0175



Tracey A. Mills, Chair
Joseph Langlois, Co-Chair
Ronald Gaetano, Member
Jeanette A. Spina, Member
Emilie Raymond, Member
Mark Curley, Member

**ETHICS COMPLAINT /
REQUEST FOR AN ADVISORY OPINION**

This form is to be used by any member of the public when:

- 1) Requesting an investigation into possible violation(s) of the City of Utica Code of Ethics pursuant to [Section 2-2-84 \(e\) of the City of Utica Code](#); **OR**
- 2) Requesting a confidential ethics advisory opinion pursuant to [Section 2-2-84 \(n\) of the City of Utica Code](#)

Please note the following:

- This form **MUST** be completed in its entirety!
- The complaint is confidential and **NOT** subject to disclosure or available for inspection under Article 6 of the NYS Public Officers Law ("Freedom of Information Law")
- For the City of Utica Code of Ethics, see [Section 2-2-66 et seq](#) and [Section 2-2-83 et seq](#) of the City Code

Full Name _____

Address _____

Phone Number _____

E-mail Address _____

Nature of Request (check one):

- Complaint and/or request for an investigation by the Board of Ethics
- Request for an advisory opinion from the Board of Ethics

Complaint (not required for requests for an advisory opinion):

Name(s) of possible violator(s) (if known) _____

Job Title(s) _____

Office(s) (if known) _____

Date(s) of alleged violation _____

Names of other individuals with personal knowledge of the facts/circumstances _____

If you are in possession of any documentary information that is relevant to this inquiry, please attach a copy of that documentary information to this form (check one):

- I have attached additional pages/documents
- I have NOT attached any additional pages/documents

