

Complaints **MUST** be made within ninety (90) days of the alleged incident.  
For assistance in completing the oral or video complaint, contact the ALBIT Office.

## Alabama Licensure Board for Interpreters and Transliterators (ALBIT)

2777 Zelda Road  
Montgomery, AL 36106

Telephone: (334) 277-8881 Fax: (334) 263-6115

Web address: <http://www.albit.alabama.gov> Email: [complaint@alstateboard.com](mailto:complaint@alstateboard.com)

<b>COMPLAINT FORM</b>
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*Complaint may be videoed and submitted via flash drive or emailed.  
Video complaints **MUST** follow the complaint form.*

Complaint filed against: (Mark one of the following)

- \_\_\_\_\_ **Practicing interpreting for remuneration without a current and valid Alabama License or Permit.**
- \_\_\_\_\_ **A person who has allegedly violated the Alabama Licensure Law or RID Code of Ethics.**

### **I. Individual Registering Complaint**

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

City and State \_\_\_\_\_

Email address \_\_\_\_\_

Is this complaint being filed on behalf of an agency, corporation, or institution? If yes, please specify:

\_\_\_\_\_

### **II. Individual Against Whom Complaint Is Being Filed**

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

City and State \_\_\_\_\_

Is the individual against whom this complaint is filed licensed by this Board? \_\_\_\_\_

Date(s) and times(s) of the alleged incident: \_\_\_\_\_



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**V. Signature & Identity Acknowledgment**

I, \_\_\_\_\_, (complainant's name) having made a formal complaint to the Alabama Board for Interpreters and Transliterators (ALBIT), I understand that my identity will be revealed to the person I am complaining about and to the ALBIT investigative team to fully investigate my complaint. I will not hold ALBIT, its members, or employees liable for the release of my identity in the investigation of this complaint. Further, I hereby certify that I am filing this complaint with ALBIT within ninety (90) days of the incident of which I am complaining.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
\*Complainant's Signature (*Must Sign*)

*\*Written complaints cannot be accepted without Complainant's signature.*

**VI. Submission of Complaint**

A. Written complaint and any supporting documents may be mailed or emailed to:

ALBIT  
2777 Zelda Road  
Montgomery, AL 36106  
Email: [complaints@alstateboard.com](mailto:complaints@alstateboard.com)

B. Video complaint and any supporting documents may be submitted by email to:

Email: [complaints@alstateboard.com](mailto:complaints@alstateboard.com)