



USA ULTIMATE CONDUCT COMPLAINT FORM

Preface

This form is for the purpose of allowing USA Ultimate members or groups to file Formal Complaints regarding the conduct of other players, groups or teams. The USA Ultimate Judicial Committee reserves the right to adjust the time frames below for time-sensitive issues and to ensure all parties are treated fairly. For more information, please read the USA Ultimate Conduct Policy, located here: <http://www.usultimate.org/about/usultimate/governance/conduct.aspx>.

Process

Fill out the form below and submit it to the Judicial Committee chair. Upon receiving the complaint, the USA Ultimate Judicial Committee will review it and will make an immediate determination to either dismiss the complaint or pursue it. The success of the complaint lies greatly in the hands of the complainant. A complaint submitted with supporting witness statements and/or video evidence would seem to have a greater chance of success than a complaint that consists of a one line allegation with no witnesses or a rambling narrative.

Should the USA Ultimate Judicial Committee elect to pursue the complaint, the accused (defendant) will be informed of the allegations against them. The defendant will have thirty (30) days, or such shorter or longer period as the Judicial Committee determines, in its sole discretion, to submit a written defense to the Judicial Committee.

The Judicial Committee shall review the Initial Determination upon receipt. Within five (5) days of receipt, the Judicial Committee may validate the Initial Determination or reconsider the Initial Determination. The Judicial Committee's final decision (the "Judicial Committee Decision") shall be communicated in writing to the affected parties within thirty (30) days of receiving the Initial Determination. Unless otherwise stated, the Judicial Committee Decision shall take effect immediately.

In its sole discretion, the Judicial Committee may ask one or more USA Ultimate staff members to review the complaint, response and submitted evidence and provide input, including a recommended course of action. The Judicial Committee may forward copies of information it has obtained on a particular matter to the appropriate staff members. The Judicial Committee may request that the staff members obtain further information.

During the review process the Judicial Committee may temporarily impose or suspend imposed penalties on affected parties until the matter is fully resolved. For example, this may mean that a USA Ultimate member may or may not be allowed to compete in USA Ultimate sponsored events until the final resolution of an appeal.

Judicial Committee decisions are based on majority vote when no consensus can be reached. In the event of a tie, the Chair of the Judicial Committee casts the deciding vote.



Please email form to: Judicial Committee Chair judicial_comm_chair@usultimate.org. Questions can also be directed to Tom Manewitz at USA Ultimate at 719-219-8339 or tom.manewitz@hq.usultimate.org.

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Date Filed:

COMPLAINANT INFORMATION

The complainant takes on a great deal of the responsibility for the success of the complaint. The complainant will be informed of the progress and eventual disposition of the complaint. The complainant is responsible for identifying individuals involved in the complaint, contacting witnesses in support of the complaint, and is ultimately responsible for making a case for their allegation/s. The complainant must be a USA Ultimate member or group and must file the complaint within thirty (30) days of the alleged incident, unless the USA Ultimate Judicial Committee has granted an extension to the complainant.

Complainant Name:

Phone Number: Email Address:

Team (at the event of the incident):

Affiliation with that team (If not affiliated, explain):

If the victim(s) is/are different from the complainant, please list them below:

#	Name	Phone	Email	Team / Affiliation
1				
2				
3				
4				
5				

COMPLAINANT FILED AGAINST

The complaint can be filed against a USA Ultimate member, group of players or team; however, be careful that the Allegation Statement (see below) is a good match for whom the complaint is filed against. Multiple complaints may be required.

Name (if known):

Phone Number: Email Address:

Team Affiliation:

Event / Tournament:

Tournament Director Site:

Date of Event:



ALLEGATION STATEMENT

The allegation statement must be a concise statement of a single specific breach. Should there be more than one allegation, there should be only one allegation statement per breach. Should there be multiple breaches, the Judicial Committee will decide whether to pursue specific breaches individually, or as a group. Please note that the success of your complaint may be determined by whether the allegation as stated in the Allegation Statement can be supported. It is possible that the Judicial Committee could find the Allegation Statement sufficiently imprecise that it would be dismissed for that reason.

Statement:



DESCRIPTION OF INCIDENT

Please give as clear and detailed a description as possible of the complaint incident and the sequence of events that led to the incident. Clearly distinguish between events the complainant personally witnessed and events which the complainant is repeating as hearsay. The complainant may consider submitting a separate witness statement. Use additional space if needed.

Description:



PARTICIPANTS / WITNESSES

The complainant is asked to provide evidence in support of the allegation. Participants and witnesses identified by the complainant will be contacted by the USA Ultimate and asked to provide a written statement. (It may be in the best interest of the complainant to ask participants and/or witnesses to provide written statements for the submission of the complaint.) Include USA Ultimate Observers and Officials if applicable. If you do not know the name of a witness, you should be as descriptive as you can about them. For example, "the guy in the green hat who was selling discs." The Judicial Committee will attempt to find out names of unknown witnesses, but please be aware that it is fairly unlikely that unknown witnesses will be found. Most, if not all, witnesses identified will not be asked twice to submit a statement. The complainant is welcome to contact witnesses to verify whether they have submitted a statement. The complainant must understand that the entire collection of evidence and statements, including the names of the complainant and the witnesses, will be forwarded to the accused to provide the accused the opportunity to respond.

Participants: List primary persons other than the victim/s involved in the incident, their affiliation, and their role in the incident.

#	Name	Phone	Email	Team / Affiliation	Role
1					
2					
3					
4					
5					

Witnesses: List the witnesses of the incident, their affiliation, and their role in the incident.

#	Name	Phone	Email	Team / Affiliation	Role
1					
2					
3					
4					
5					



ADDITIONAL EVIDENCE

If the complainant is aware of any additional evidence that would support the complaint, for example, videotape, please provide such evidence, or provide information as to whom should be contacted regarding such evidence.

Additional Evidence:

THANK YOU!

Once you have completed this form, email it form to the Judicial Committee Chair at judicial_comm_chair@usultimate.org.

Questions can also be directed to Tom Manewitz at USA Ultimate at 719-219-8339 or tom.manewitz@hq.usultimate.org.