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| Date Appeal Received | Complaint Number |

South East Texas Transit ADA Appeal Form

Appeals of a final decision must be filed within ten (10) business days after receipt of a final decision letter.

# APPELLANT INFORMATION

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| --- |
| Name |
| Address |
| City – State – Zip |
| Telephone | Email Address |
| Accessible Format Requirements? [ ] Large Print [ ] TDD [ ] Audio Tape [ ] Other |

1. **PRIMARY/THIRD PARTY INFORMATION**

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| --- |
| Are you filing this appeal on your own behalf?[ ] YES If you answered “YES” to the question, go to Section III.[ ] NO If you answered “NO” to the question, answer the following questions: |
| a. Please supply the name and relationship to the person for whom you are appealing? |
| b. Please confirm that you have obtained the permission of the aggrieved party to file this appeal on their behalf. [ ] YES [ ] NO |

1. **APPEAL REASONS**

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| I believe the Final Decision rendered in this matter should be reviewed because: [ ] Please explain below. |
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1. **COMPLAINT FILING CONTACTS**

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| Have you filed this complaint with any other federal, state or local agency or with any federal or state court? [ ] YES [ ] NO If YES, check all that apply:[ ] Federal Agency [ ] State Agency [ ] Local Agency [ ] Federal Court [ ] State Court |
| Please provide information for a contact person at the agency/court where the complaint was filed. |
| Name: |
| Title: |
| Agency: |
| City – State – Zip Code |
| Telephone: |

You may attach any written materials or other information that you think is relevant to your appeal.

|  |  |
| --- | --- |
| Complainant’s Signature | Date |

Please submit this form in person at the address below or mail this form to:

 South East Texas Regional Planning Commission

 Transportation & Environmental Resources

 ATTENTION: D’Juana Fowler

 2210 Eastex Freeway

 Beaumont, TX 77703-4929

OFFICE USE ONLY

|  |  |
| --- | --- |
| Jurisdiction: on or before 90 days post event |  |
| Closure: |  |
| [ ] 1 – Closure Letter |  |
| [ ] 2 – Letter of Finding |  |
| [ ] 3 – Administrative -Transportation |  |
| [ ] 4 – Administrative - Admin |  |
| Appeal: 10 days post date of Closure Letter or Letter of Finding |  |