

# WEST VIRGINIA CONTRACTOR LICENSING BOARD

EMAIL: CLBOARD@WV.GOV ☐ FACSIMILE: (304)558-5174 ☐ OFFICE #: (304)558-7890 ☐ WEBSITE: LABOR.WV.GOV



## Request for Investigation / Consumer Complaint Form

### **Section 1 - Complainant Information:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

Fax #: \_\_\_\_\_

\_\_\_\_\_ City, State, Zip      Email Address: \_\_\_\_\_

Please check the applicable box below:

Private Citizen       Representative of \_\_\_\_\_

Competitor       Other (Describe): \_\_\_\_\_

### **Section 2 - Person or Company / Issue to be Investigated:**

Please be specific in describing the issue you are requesting to be investigated and list the alleged violation of law. Remember to include the person or company name(s), when applicable, and directions to the site/location to be investigated:

### **Section 3 - Board Use Only:**

RFI #:

County:

Assigned By: \_\_\_\_\_

Inspector: \_\_\_\_\_

Date: \_\_\_\_\_

**Section 1 must be completed in its entirety for your complaint to be investigated. Anonymous requests will not be processed. Submit your complaint via email to [CLBoard@wv.gov](mailto:CLBoard@wv.gov), via fax (304) 558-5174 or mail it to the address below.**