



# Complaint Form

A. INFORMATION ABOUT COMPLAINANT		
Name(s) of person(s) filing complaint		
Mailing Address		
Telephone (Home)	Fax (Home)	Cell Phone
Telephone (Work)	Fax (Work)	Email Address
Please indicate if you are the seller, buyer, landlord, tenant, broker, member or other (if other, explain)		
Are you licensed under the <i>Real Estate Act</i> ?	No	Yes
If yes, please state name, address and telephone number of your brokerage.		
If yes, is the Manager/Managing Broker of your brokerage aware of this complaint?	No	Yes

B. INFORMATION ABOUT YOUR COMPLAINT	
List the name(s) of the real estate licensee(s)/member(s) you are complaining about	
Name of Licensee/Member	Name and address of brokerage
Name of Licensee/Member	Name and address of brokerage
Name of Licensee/Member	Name and address of brokerage
Address of the property that is the subject of your complaint	Date(s) of transaction or event giving rise to complaint

Have you contacted the licensee's manager/Managing Broker regarding your complaint?*	No	Yes
If yes, please state name, date and results of contact. If no, please let us know why you have not contacted manager/Managing Broker.		
Have you filed the complaint with any other organization (e.g. SREC (Saskatchewan Real Estate Commission))?	No	Yes
If yes, please state with whom you filed and when, and the results of that complaint.		
Is this matter the subject of any legal action, either already filed or pending?	No	Yes
If yes, please provide an explanation.		

\* SRAR strongly recommends that you contact the licensee's Manager/Managing Broker and give him/her an opportunity to respond to your concerns prior to filing a formal complaint with us. To find out the name of the Managing Broker, you may do a search at [www.saskatoonrealtors.ca](http://www.saskatoonrealtors.ca)

### C. COMPLAINT DETAILS

Please give us a brief summary (with a chronological statement of events) of your complaint below. Please also let us know what you would like to see happen as a result of your complaint. There are third and fourth pages at the end of this form if you need more room.

### C. SUPPORTING DOCUMENTS AND WITNESSES

Please send us clear photocopies of all documentation and witness statements (if any) in support of your complaint. Please do not send us your original documents. Examples of supporting documents are:

- |  |   |
|--|---|
| 1. Listing Contract                                    | 6. Contract of Purchase and Sale and addenda  |
| 2. Buyer's Agency Contract                             | 7. Property Disclosure Statement  |
| 3. Working with a REALTOR® brochure                    | 8. All documents relating to a property management transaction  |
| 4. Listing Information (feature sheet, advertisements) | 9. All relevant correspondence between you and the brokerage and/or licensee/member e.g. letters, email messages etc. |
| 5. Signed witness statements                           |   |

List the names and contact information any witnesses who have personal knowledge of and are willing to testify in support of this complaint.

Name and mailing address	Contact phone number(s)
1.	
2.	

## D. CONSENT

By submitting this form via email or mail to the Saskatoon Region Association of REALTORS® I/We hereby authorize the Saskatoon Region Association of REALTORS® to forward a copy of my/our entire complaint, including documents, to any licensee/member who may be involved in the matter that is the subject of my/our complaint, as well as to the Managing Broker(s), in order to assist the Real Estate Association with its investigation.

I/We understand that I/we may be asked to provide additional supporting evidence and to attend interviews. If an investigation results in a hearing, I/we understand that I/we may be required to testify before the Real Estate Association's hearing panel.

Date	When emailing**, clicking or checking the "I Agree" box, is the equivalent to signing this Compliant Form.  "I/We Agree"  Please sign if you are mailing it in.  Signature of Complainant(s)
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\*\* When emailing the complaint form, it must be sent by an email address belonging to the name in section A. If more than one name is listed in section A, than any email address belonging to any one of those name is suffice.

If you are mailing this form, please sign and send it to: Saskatoon Region Association of REALTORS® 1149 – 8 <sup>th</sup> Street East Saskatoon, SK, Canada, S7T 0B7	Enquiries  Telephone: (306) 343-3445 Email: <a href="mailto:complaints@srar.ca">complaints@srar.ca</a> <a href="http://www.saskatoonrealtors.ca">www.saskatoonrealtors.ca</a>
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## F. ADDITIONAL COMPLAINT DETAILS

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