



COMPLAINT OF ALLEGED VIOLATION OF THE AET CODE OF ETHICS

Please submit all information to:

AET
Attn: Peggy Moede
262 W. Main Street
Wales, WI 53183

Or Email to:

executivedirector@aetonline.org

MUST include in subject line: "ACTION: AET Code of Ethics Violation"

Date of Complaint_____

Complainant: (Individual filing the complaint)

First Name:_____ Last Name: _____

Address:_____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Best way to contact you: ☐ Home Phone ☐ Cell Phone ☐ Email

☐ Other _____

Respondent: (Individual against whom the complaint is directed)

Name: _____

Address (if known):_____

City: _____ State: _____ Zip Code: _____

Telephone (if known):_____

E-mail (if known):_____

Documentation of Complaint: Please briefly describe your complaint and include copies of all materials that support your complaint. If more information is required, we will contact you. Facts and evidence may include, but are not limited to:

- Date(s) and location(s) of incident;
- Your relationship to the subject of the complaint;
- Actions, practices, and/or behavior you think were in violation of the AET Code of Ethics;
- Descriptions and dates of any actions taken to rectify the situation;
- Descriptions and dates of any communications with the subject of the complaint regarding your concerns and any responses received;
- Copies of all other materials that support the allegations.

Signature of Complainant: _____ **Date:** _____

Questions about filing complaints: Questions regarding filing ethics complaints may be directed to Peggy Moede, AET Executive Director at:

Peggy Moede

414-908-4949 x 136

executivedirector@aetonline.org

When emailing **MUST** include in subject line: ACTION: AET Code of Ethics Violation

Peggy Moede will forward your questions to the Chairperson of the AET Ethics Committee.

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