

**KENTUCKY BAR ASSOCIATION  
OFFICE OF BAR COUNSEL  
514 WEST MAIN STREET  
FRANKFORT KY 40601-1812**

**COMPLAINT FORM**

*(Please type or print in black ink)*

**NAME AND ADDRESS OF COMPLAINANT (Please print)**

**DATE:** \_\_\_\_\_

\_\_\_\_\_ **HOME #:** \_\_\_\_\_

\_\_\_\_\_ **CELL #:** \_\_\_\_\_

\_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**NAME & ADDRESS OF ATTORNEY AGAINST WHOM COMPLAINT IS MADE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**IF COMPLAINT INVOLVES COURT CASE, PROVIDE THE FOLLOWING:**

**CASE NO.** \_\_\_\_\_ **PARTY NAMES:** \_\_\_\_\_

**COURT:** \_\_\_\_\_ **COUNTY:** \_\_\_\_\_ *(if state case)* **ACTIVE CASE?** Yes / No

**COMPLAINT INSTRUCTIONS**

*(Please read carefully)*

1. Supreme Court Rule 3.150 provides this matter is confidential until the Inquiry Commission or its Chair has acted.
2. The KBA investigates Complaints on behalf of the Kentucky Supreme Court and does not represent the Complainant or the Attorney (Respondent).
3. The attorney listed above will receive a copy of this complaint and be asked to respond to the allegations.
4. Complaints against law firms are not accepted. For complaints involving more than one attorney, use a SEPARATE form for each attorney and include details and exhibits specific to that attorney only. Do not combine details or exhibits into one document and attach to multiple complaints. If comments about a complaint filed against another attorney other than the one on the listed on the form are included in the details, it will be returned.
5. Every complaint must have an original notarized signature. Copied signatures will not be accepted.
6. Attach COPIES of documentation only, i.e., receipts, contracts, etc. Do not send originals.
7. State specifically what the attorney did or failed to do which constitutes unethical conduct. If drugs, alcohol or mental disability are believed to have affected the lawyer's representation, please state facts in support of that belief.
8. Provide the names, addresses, and phone numbers of any witnesses.
9. Do not bind the complaint.
10. If money was lost due to dishonesty, fraud, or other unethical conduct within the attorney/client relationship, contact the Office of Bar Counsel to request a Client's Security Fund claim form. Claims must be filed no later than two years after you knew or should have known of the attorney's dishonest conduct. Forms are also available on our website [www.kybar.org](http://www.kybar.org).

