



Borough of Lansdowne

Human Relations Commission

12 East Baltimore Avenue
Lansdowne, PA 19050
(610) 623-7300
hrc@lansdowneborough.com

Joan Reivich
Chair

Lansdowne Human Relations Commission Complainant Submission Form

1. You must file this form within 180 days after the alleged act of discrimination.
2. Complete the attached form and deliver to the Lansdowne Borough Manager's Office.
3. The Borough Manager will notify the Commission Chair or Vice-Chair within 10 days.
4. The Commission will send a copy of the complaint to the named respondent [the person/organization you are filing the complaint against] within 30 days from the date of docketing the complaint.
5. The respondent will have 30 days to send a written, verified answer to the complaint.
6. The Commission will investigate the charges of discrimination or refer your case to the regional Human Relations Commissions Office.
7. Please see Lansdowne Human Relations Code [attached] for full details.