



## Harassment and/or Violence Incident Report Form

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This form is to be completed in the event of any incident of harassment or violence that takes place on the Canterbury Community Association premises, and may include threats of violence, bullying, and physical violence.

**Was this an incident of:**  **Harassment**                       **Violence**

Name of complainant:
Address:
Location of Incident:
Person(s) accused of perpetrating a violent incident, or making threats of violence (respondent):
Nature of the allegations:
Date(s), time(s) and place(s) where the incident(s) took place:
Did anyone witness the incident? <input type="checkbox"/> yes <input type="checkbox"/> no
If yes, name(s) of witness(es): Description of the respective role(s) played by witnesses in the incident:
What actions did you take in response to the incident?
If applicable, describe any incident that took place previously.



# Canterbury Community Association

I am filing this complaint because I honestly believe that \_\_\_\_\_ has committed an act of:

Harassment     Violence.

I hereby certify that to the best of my knowledge the above-mentioned information is true, accurate and complete. Making false or frivolous allegations is in violation of the Canterbury Community Association Workplace Harassment and Violence policy and is subject to disciplinary sanctions.

Furthermore, I realize that an inquiry will be initiated once this report has been filed.

\_\_\_\_\_

\_\_\_\_\_

Signature of the complainant or his/her  
parents/legal guardians

Date