

## How to File a Complaint

The Commission on Judicial Conduct and Ethics receives complaints of alleged judicial misconduct by a judge and its rules require a verified written complaint. The Commission's rules require that this signed verification form be completed and returned with your letter and supporting documents, if any, before your complaint can be considered. **Your letter must clearly identify the judge and the specific nature of your complaint.** The contents of your letter need not be known to the notary, but please do not sign the verification form until you are in the presence of a notary who will place you under oath and witness your signature. The Commission's rules require that this signed verification form be completed and returned with your letter before your complaint can be considered. **Both your letter of complaint and the verification form must have original signatures. No photo copies of these two documents will be accepted.** However, all supporting documents you include with your letter, if any, should be copies, and not original support documents. The Commission maintains a permanent file for each complaint and, therefore, is unable to return any documents to you. The Commission **does not** accept complaints via email.

The Commission's procedures provide that if a complaint is filed against a Commission member, that member is excluded from all conferences, copies of correspondence or any knowledge of this complaint while it is being reviewed. Your complaint will be addressed in exactly the same manner as all complaints filed with this Commission.

The Commission does not have the authority to change a judge's decision in any court proceeding, and cannot become involved in your court proceeding. Your complaint with the Commission is not a substitute for an appeal. If you wish to appeal a judge's decision, you must file a notice of appeal within specific time limits. You should check with an attorney about any appeal rights and deadlines. However, the Commission does not have time limits to file a complaint about violations of the Code of Judicial Conduct.

The Commission **cannot provide legal advice.** If you do not have an attorney, the Wyoming State Bar has a lawyer referral service. Please contact the Bar office at 307-632-9061.

The Commission does not review complaints against any attorneys. You will need to contact Ms. Becky Lewis, Bar Counsel, Board of Professional Responsibility, Wyoming State Bar, P.O. Box 109, Cheyenne, Wyoming 82003.

Please return your signed verification form and signed letter of complaint to the Commission on Judicial Conduct and Ethics, P.O. Box 2645, Cheyenne, Wyoming 82003 and mark your envelope **PERSONAL AND CONFIDENTIAL.** Should you have any questions regarding this procedure, please contact Carol Collins, Executive Director, Commission on Judicial Conduct and Ethics at 307-778-7792 or email [ccollins@judicialconduct-wy.us](mailto:ccollins@judicialconduct-wy.us).