REAL ESTATE COMPLAINT FORM/INSTRUCTIONS

In accordance with Chapter 20.5 of Title 5 of the R.I. General Laws, in order for the Rhode Island Department of Business Regulation, Division of Commercial Licensing and Racing and Athletics, Real Estate Section, to process a real estate complaint, it is required that you complete the complaint form attached in its entirety.

The Department of Business Regulation does not have the power or authority to provide you with any type of monetary remedy and/or award even in the event that you prevail and prove the facts surrounding your complaint. You may file an action, at any time, in civil court for a monetary remedy. The Department cannot provide legal advice or act as your attorney. Also, your complaint may become a public record, and a copy of it will be given to the Real Estate Broker or Salesperson licensee complained against. The sole power of this Department is to suspend, and/or revoke the license of a real estate broker or salesperson, or impose an administrative fine/penalty if the factual basis of your complaint constitutes a violation of the law and/or the Rules and Regulations – Commercial Licensing Regulation 11 – Real Estate Brokers and Salespersons.

After you have submitted all forms and documentation to the Department in its appropriate form, the Department will review your complaint to determine whether or not there are sufficient facts to proceed with its formal complaint hearing process. In the event the Department determines there are insufficient facts or allegations contained in your complaint; you will be notified in writing.
REAL ESTATE COMPLAINT FORM

Please attach a detailed written statement of the basis of your complaint. Furnish copies of all documentation, statements, or other evidence in support of your complaint.

COMPLAINANT: INDIVIDUAL INITIATING COMPLAINT.

Name: _______________________________________________________________________
Address: _____________________________________________________________________
Phone Number: ______/________/_________ Email: ________________________________

RESPONDENT: LICENSEE/AGENCY COMPLAINT IS AGAINST.

Licensee Name: _______________________________ RI License No.: __________________
Agency Name: ________________________________________________________________
Address: _____________________________________________________________________
Phone Number: ______/________/_________ Email: ________________________________

Physical address of property in question: ___________________________________________

____________________________________________________________________________

Is there a pending or completed lawsuit regarding your complaint?  □ Yes  □ No
Have you consulted an attorney regarding your complaint?  □ Yes  □ No
If “Yes,” please provide his/her contact information:

Attorney Name: ________________________________________________________________
Email Address: ______________________________________________________________

The undersigned swears to, or affirms the truth and accuracy of all statements, answers, representation and allegations contained herein, including all statements hereto attached.

Signature: _____________________________________ Date: ______________________