



# RECORD OF COMPLAINT FORM

**READ THE ATTACHED BROCHURE *BEFORE* COMPLETING YOUR COMPLAINT. NOT ALL COMPLAINTS ARE INVESTIGATED.**

**Instructions:** Type or print the following information for the person filing the complaint and the Business/Seller the complaint is against.

## SECTION 1 — COMPLAINANT *(Person Filing Complaint)*

NAME (FIRST, MIDDLE INITIAL(S), LAST)

STREET OR P. O. BOX

APT. NUMBER

DRIVER LICENSE OR IDENTIFICATION NUMBER

CITY

STATE

ZIP CODE

DAY TELEPHONE NUMBER

( )

SIGNATURE

**X**

EVENING TELEPHONE NUMBER

( )

DATE

## SECTION 2 — BUSINESS/SELLER COMPLAINT IS AGAINST *(If applicable)*

NAME (FIRST, MIDDLE INITIAL(S), LAST)

STREET OR P. O. BOX

TELEPHONE NUMBER

( )

CITY

STATE

ZIP CODE

DID YOU SEND A PREVIOUS COMPLAINT TO DMV AGAINST THIS BUSINESS/SELLER?

IF YES, WHEN?

May we show a copy of your complaint to the business/seller? .....  Yes  No

If the transaction occurred at a location different than the business address above, please list it here.

STREET OR P.O. BOX

CITY

STATE

ZIP CODE

## SECTION 3 — VEHICLE INFORMATION

**Type the license plate number and vehicle identification number as they are shown on the contract between the buyer and seller. Enter the purchase date (same as when the contract was signed)**

YEAR

MAKE

MODEL

LICENSE PLATE NUMBER

STATE

VEHICLE IDENTIFICATION NUMBER (VIN)

PURCHASE DATE

## SECTION 4 — COMPLAINT *Explain the details of this complaint.*

**SEE OTHER SIDE FOR ADDITIONAL SPACE AND INFORMATION**



**SECTION 4 — COMPLAINT (continued) IF MORE SPACE IS NEEDED, ATTACH ADDITIONAL SHEETS OF PAPER**

**SECTION 5 — MAILING DIRECTIONS**

To help explain the details of your complaint, **YOU MUST SUPPLY PHOTOCOPIES OF THOSE DOCUMENTS RELATED TO YOUR COMPLAINT.** (Include: contracts, warranties, receipts, cancelled checks, repair orders, photographs, letters)

**—DO NOT SEND ORIGINAL DOCUMENTS—**

**PHOTOCOPY THE COMPLETED COMPLAINT. KEEP A COPY FOR YOUR RECORDS.**

- **Mail the complaint and copies of supporting documents to the Investigations Office closest to where the incident took place (see list below).**

**FAILURE TO SEND SUPPORTING DOCUMENTS  
MAY DELAY RESPONSE TO YOUR COMPLAINT**

**SECTION 6 — DEPARTMENT OF MOTOR VEHICLES INVESTIGATIONS DISTRICT OFFICES**

| <b>CITY</b>                   | <b>STREET ADDRESS</b>                      | <b>ZIP CODE</b> |
|-------------------------------|--|-----------------|
| Artesia                       | 17100 South Pioneer Boulevard, Ste. 320    | 90701-2762      |
| Bakersfield                   | 7000 Schirra Court                         | 93313-2117      |
| Brisbane                      | 150 North Hill Drive, Ste. 29              | 94005-1025      |
| Chula Vista                   | 30 North Glover Avenue                     | 91910-1040      |
| El Monte                      | 3204 Rosemead Boulevard, Ste. 202          | 91731-2912      |
| Fresno                        | 2510 South East Avenue, Ste. 100B          | 93706-8007      |
| Milpitas                      | 860 Hillview Court, Ste. 100               | 95035-4567      |
| Mission Hills (Granada Hills) | 15455 San Fernando Mission Blvd., Ste. 305 | 91345-1353      |
| Los Angeles (Inglewood)       | 621 N. La Brea Avenue                      | 90302-3006      |
| Los Angeles (LA Metro)        | 3615 South Hope Street                     | 90007-4370      |
| Los Angeles (Lincoln Park)    | 3529 North Mission Road                    | 90031-3120      |
| Riverside                     | 6296 Rivercrest Drive, Ste. A              | 92507-0738      |
| Rocklin                       | 4240 Rocklin Road, Ste. 11                 | 95677-2862      |
| Orange                        | 750 The City Drive, Ste. 200               | 92868-6902      |
| Sacramento                    | 8259 Demetre Avenue, MS/L219               | 95828-0932      |
| San Diego                     | 4375 Derrick Drive                         | 92117-4990      |
| San Diego (Mission Valley)    | 2878 Camino Del Rio South, Ste. 310        | 92108-3847      |
| Stockton                      | 1507 East March Lane, Ste. B               | 95210-5625      |
| Vallejo                       | 200 Couch Street                           | 94590-2904      |
| Ventura                       | 1732 Palma Drive, Ste. 202                 | 93003-5717      |
| West Covina                   | 800 South Glendora Avenue, Rm-100          | 91790-4201      |