



Commission for Gender Equality
A society free from gender oppression and inequality

Physical address:
2 Kotze Street
Women's Jail, East Wing
Constitution Hill
Braamfontein
South Africa
2017

Postal address:
P O Box 32175
Braamfontein
2017

Tel : 011 403 7182
Fax: 011 403 5609

COMMISSION FOR GENDER EQUALITY
COMPLAINT FORM

For office use only

Province:		Reference No/File Number	
-----------	--	--------------------------	--

- Please write clearly and use **CAPITAL LETTERS**. If there is not enough space on this form for your answer, please use a separate page and send it to us together with this form.
- If there is more than one person who would like to send a complaint to us, each person must complete a separate form.

PART A: YOUR DETAILS

Name and surname	
ID Number	
The address where we can send letters to	
Cell phone number	
E-mail address	
Fax number	
Telephone number at home	

PART B: THE COMPLAINT

1. Date:

On what date did the incident happen _____

2 Where did it happen:

Place _____ Town _____ Province _____

3. If you know, the full name(s) and surname(s) of person(s), association, organisation or organ of state who violated these rights, please tell us

4. In your own words, tell us exactly what happened (include all information but be as brief as possible)

******NOTE:** in terms of the Commission for Gender Equality's Complaints Handling Procedures the Commission for Gender Equality may provide this complaint form to the person and / or entity you are lodging a complaint against.

*******NOTE:** after receiving your written complaint, the Commission for Gender Equality shall notify you in writing within a period of thirty (30) working days whether your complaint falls within the mandate of the Commission. Should your complaint be rejected, you have the right to appeal the decision by writing to the Commission for Gender Equality within thirty (30) working after receiving the letter rejecting the complaint. All appeals should be addressed to the Head of the Legal Department fax : 011 403 7188 or Postal Box : P O Box 32175, Braamfontein, 2017.....

Please sign and date the form:

Signature:
COMPLAINANT

Date:

Remember:

- To attach a copy of your ID, birth certificate, passport or proof of the registration number of an association, organisation or organ of state, if available.
- To attach any copies of documents which can assist in this matter.
- If you need any help to fill in this form, please contact one of our Legal Officers at the nearest Provincial CGE office on the details below.

Once you have filled in this form, please post or fax it to us at:

<u>Postal Address</u>	<u>Physical address:</u>	<u>Contact Numbers</u>
<u>Johannesburg (Head Office)</u> P O Box 32175 Braamfontein, 2017	2 Kotze Street East Wing, Women's Jail Constitution Hill Braamfontein, 2017	Tel : +27 11 403 7182 Fax No: +27 11 403 7188 Alt. Fax: +27 11 403 5609
<u>Gauteng Province:</u> N/A	267 Lillian Ngoyi Street, Pretor Forum Pretoria,0002	Tel: +27 12 341 6090 Fax: +27 12 362 4689
<u>Eastern Cape Province:</u> P O Box 348 East London, 5200	33 Phillip Frame Road Waverly Park Chilselrust East London, 5200	Tel : +27 43 722 3489 Fax : +27 43 722 3474
<u>Free State Province:</u> P O Box 3082 Bloemfontein, 9300	49 Charlotte Maxeke Street, 2nd Floor, Fedsure Building, Bloemfontein, 9300	Tel: +27 51 430 9348 Fax : +27 51 430 7372
<u>KwaZulu Natal Province :</u> P O Box 208 Durban, 4000	40 Dr. A.B Xuma Road, Suite 313, Commercial City Durban 4001	Tel : +27 31 305 2105 Fax : +27 31 307 7435
<u>Limpopo Province:</u> P O Box 55796 Polokwane, 0700	Cnr. Grobler & Schoeman Streets, 1st Floor, Library Gardens Square, Polokwane 0700	Tel : +27 15 291 3070 Fax : +27 15 291 5797
<u>Mpumalanga Province:</u> P O Box 1163 Nelspruit, 1200	32 Belle Street Office 212-230 Nelspruit, 1200	Tel : +27 13 755 2428 Fax : +27 13 755 2991
<u>Northern Cape Province:</u> P O Box 427 Kimberley, 8301	143 Du Toitspan Road . Kimberley 8301	Tel : +27 53 832 0477 Fax : +27 53 832 1278
<u>North West Province:</u> P O Box 115 Montshiwa, 2737	38 Molopo Road Mafikeng	Tel : +27 18 381 1505 Fax : +27 18 381 1377
<u>Western Cape Province:</u> P O Box 1774 Cape Town, 8001	132 Adderly Street 5th Floor, ABSA Building, Cape Town 8001	Tel : +27 21 426 4080 Fax : +27 21 424 0549