

KANSAS STATE BOARD OF MORTUARY ARTS
700 SW JACKSON ST., SUITE 904
TOPEKA, KANSAS 66603-3733
Telephone: (785) 296-3980
[Web site: http://ksbma.ks.gov/](http://ksbma.ks.gov/)
email: boma1@ks.gov

For Board Use Only: Date Mailed Out: _____ # _____ Date Received: _____
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AFFIDAVIT AND COMPLAINT

I, _____, residing at _____
(Name of Complainant) (Street Address)

_____ of lawful age and being first duly sworn states:
(City) (State) (Zip Code)

1. I wish to file this Affidavit and Complaint with the Kansas State Board of Mortuary Arts against licensee(s): _____
funeral home: _____
2. Name of the deceased: _____
3. Date of death: _____
4. Your relationship to the deceased (example: widow, son, daughter..): _____
5. If you're not the legal next of kin to the deceased, please list the name and address of that individual: _____

6. The date of the alleged incident(s) is on or about: _____

7. Have you complained to the licensee? Yes _____ No _____
If yes, when (date): _____
How? telephone _____ letter _____ other (please specify) _____
8. Did the licensee respond to your concerns? Yes _____ No _____
9. Have you complained to any other organization? Yes _____ No _____
If yes, to whom: _____
When (date): _____ Please include copies of any information.
How? telephone _____ letter _____ other (please specify) _____
10. Did they take any actions? Yes _____ No _____
If yes, what action was taken: _____
11. The facts on which the complaint is based are as follows (feel free to attach all information and copies of documents such as bills, correspondence, obituary notices, death certificates...):

Please attach any additional pages or appropriate information as they will be incorporated by reference. It would be helpful to include a daytime telephone number that you can be reached: (____) _____
Home telephone number: (____) _____ Cell telephone number: (____) _____
Email address: _____

PLEASE ATTACH COPIES OF RELATED DOCUMENTS. **DO NOT SEND ORIGINALS.**

PLEASE NOTE that the more information provided, the better questions can be asked during the investigative process.

Would you be willing to testify in an administrative hearing regarding this matter? Yes _____ No _____

I have read the foregoing Affidavit and Complaint and know the content therefore; and that the same is true and correct to the best of my knowledge, information and belief.

Date

Signature of Complainant

Amended: November 2016