



Complaint and Resolution Procedures Magistrates of the 26th Judicial District of North Carolina

The Chief District Court Judge thanks you for taking the time to inform us of your complaint regarding the services you received from our magistrates. Our goal is to provide a forum for the fair and effective administration of justice without favoritism, denial or delay.

Please complete and return the Complaint Form, which is available as follows:

- At the Chief District Court Judge's Office, Mecklenburg County Courthouse, 832 East 4th Street, Suite 9600, Charlotte, NC 28202;
- By email at Mecklenburg.MagistrateComplaints@nccourts.org
- At our website at www.nccourts.gov; and
- On the following page (complete by printing or typing, and mail or deliver to the address above)

The Chief District Court Judge will review your completed complaint form upon receipt. This process may involve, among other steps, interviewing the magistrate involved, a review of the documents prepared, if available, and/or other work performed. You may also be contacted by telephone for an interview if it is deemed necessary for resolution.

A written response will be mailed to you within thirty days of the receipt of your complaint form.

Please be aware of the following:

- We cannot address complaints regarding persons, entities, or situations that are beyond our supervision and/or control. These include, but are not limited to, complaints about the Clerk of Superior Court's Office staff, Superior Court and District Court Judges, Sheriff's Office staff, District Attorneys, or Public Defenders.
- We cannot address your complaints if you do not provide us with specific information about the situation that has given rise to the complaint, such as names and dates. Complaint forms without this information cannot be processed.
- You must provide your name, mailing address, and telephone number in order for your complaint to be addressed. Complaint forms without this information cannot be processed.

Also note that we are bound by the guidelines set forth by law. We cannot give legal advice and cannot respond to all questions and requests for assistance.

Magistrate Complaint Form
Office of the Chief District Court Judge
26th Judicial District of North Carolina

Please print and complete this form, then return it to our office in person or by mail. Our address is: 832 East Fourth Street, Suite 4420, Charlotte, NC 28202.

1. YOUR FULL NAME: _____
2. TODAY'S DATE: _____
3. YOUR ADDRESS: _____
4. YOUR CASE NUMBER(S)(If Applicable): _____
5. YOUR DAYTIME PHONE NUMBER(S): _____
6. WHEN DID THIS INCIDENT OCCUR?: (Please indicate a specific date and timeframe) _____
7. THIS COMPLAINT IS ABOUT THE FOLLOWING DIVISION (Please Check):
 - Criminal Magistrate
 - Civil Magistrate
 - Other (Please specify)

Name of Magistrate: _____

WHAT IS YOUR COMPLAINT? Please be detailed and specific. You may attach additional sheets, if needed.

WHAT OUTCOME DO YOU HOPE TO ACHIEVE AS A RESULT OF THIS COMPLAINT? _____

WHAT OTHER INFORMATION DO YOU THINK IS IMPORTANT FOR US TO KNOW? _____

*****DO NOT WRITE BELOW THIS LINE*****

Date Received: _____ Date Reviewed: _____

By: (Initials) _____ By: (Initials) _____

For Complaints About Other Agencies and/or Judges:

Clerk of Superior Court's Office

Elisa Chinn-Gary
Clerk of Superior Court
832 East Fourth Street, Suite 3600
Charlotte, NC 28202
704-686-0420

District Attorney's Office

Spencer Merriweather,
District Attorney
700 East Trade Street
Charlotte, NC 28202
704-686-0700

Public Defender's Office

Kevin Tully
Public Defender
700 East Fourth Street, Suite 400
Charlotte, NC 28202
704-686-0900

Judicial Standards Commission

PO Box 1122
Raleigh, NC 27602
919-733-2690

Mecklenburg County Sheriff's Office

Garry McFadden
Sheriff
700 East Fourth Street
Charlotte, NC 28202
704-336-8100

Trial Court Administrator's Office

Casey Calloway
Trial Court Administrator
832 East Fourth Street, Suite 4420
Charlotte, NC 28202
