



## **Complaint and Resolution Procedures Magistrates of the 26<sup>th</sup> 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 Magistrate Complaint Form, which is available as follows:

- At the Chief District Court Judge's Office, Mecklenburg County Courthouse, 832 East Fourth Street, Suite 9600, Charlotte, NC 28202;
- By email at [Mecklenburg.MagistrateComplaints@nccourts.org](mailto:Mecklenburg.MagistrateComplaints@nccourts.org);
- At our website at [NCCourts.gov](http://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 sent to you within thirty days of the receipt of your complaint form.

### **Please be aware of the following:**

- The Chief District Court Judge cannot address complaints regarding persons, entities, or situations that are beyond their 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.
- The Chief District Court Judge cannot address your complaints if you do not provide 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**  
**26<sup>th</sup> Judicial District of North Carolina**

Please complete this form, then return it to the Chief District Court Judge by email at [Mecklenburg.MagistrateComplaints@nccourts.org](mailto:Mecklenburg.MagistrateComplaints@nccourts.org), or in person or by mail to the Chief District Court Judge's Office, Mecklenburg County Courthouse, 832 East Fourth Street, Suite 9600, 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.

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

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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

[SUBMIT FORM](#)