



COMPLAINANT AFFIDAVIT

1. I, the undersigned, _____ (your name)
2. Do hereby declare under oath the following:
3. I am the complainant in this matter, an adult _____ (**gender and occupation**) and I reside at _____ **physical address, telephone number** _____
4. The contents herein contained fall within my personal knowledge unless the contrary appears here from.
5. The Respondent is _____ (**name of registered person**), an adult _____ (**gender and occupation**) who resides at _____ **physical address** (if known to complainant).
6. The respondent has ordinarily carried on business at _____ **name of company that registered person works for** at **physical address of company** (if known to complainant).
7. The respondent, (**facts of the case including dates, amounts, work agreed on, the alleged misconduct of the respondent.**)
8. _____



9. I annex hereto marked _____ a copy of **any documents/drawings, photographs or the like which will serve to illustrate or substantiate any of the complaint. I further enclose a copy of the A19 form (appointment of professional engineer) in case of a complaint pertaining to design.**

Signed at _____ this _____ day of _____ 20_____

NAME OF COMPLAINANT

Thus signed and sworn to at _____ on this day ____ of _____ 20____, after the deponent has declared and acknowledged, that he/she knows and understand the contents hereof; that he/she has no objection to taking the prescribed oath and that he/she regards the oath as binding on his/her conscience.

COMMISSIONER OF OATHS

NOTES:

A copy of the complaint and annexures will be made available to the respondent.

The focus of ITC-SA is to investigate the alleged improper conduct by the registered person and not to recover damages for the complaint or enforce specific performance of the engineer.

Reports of ITC-SA's appointed experts will not be available for purposes of litigation.

ITC-SA's Investigating Committee ("ITC-SAC") will decide whether prima facie evidence of improper conduct exists after considering all relevant evidence, including evidence submitted by respondents.

Please note that ITC-SA will not intervene in commercial, civil and or contractual disputes. The ITC-SA will merely act as a technical advisor in inter parties' disputes.