



# Ontario Association of Home Inspectors

*Established by the Ontario Association of Home Inspectors Act, 1994*

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DISCIPLINE & PROFESSIONAL PRACTICES COMMITTEE  
DPPC@OAH.com

## MEMBER CONDUCT COMPLAINT FORM

This form should be completed if an OAH member has not responded to your complaint or if your complaint remains outstanding.

The Ontario Association of Home Inspectors (OAH) objectives include ensuring that members adhere to OAH standards and their professional responsibilities, as well as respond promptly to complaints.

The Discipline & Professional Practices Committee is interested in determining if there is a problem with the conduct or competence of a member, in which case the Member may be required to attend a Hearing and respond to the complaint. Please note that the Committee does not mediate disputes, impose settlements, nor provide an opinion on the alleged negligence of a member suitable for other proceedings.

Please note that handling of complaints typically requires several months. All communications with the Committee must be in writing only. Please complete the form below and email it to the OAH Discipline & Professional Practices Committee: [dppc@oahi.com](mailto:dppc@oahi.com). Please attach a PDF of the inspection report, photographs or documents which substantiate the complaint. Please do not send original documents as submitted documents cannot be returned. A copy of your complaint will be forwarded to the Member, and the Member will be provided with an opportunity to respond to your complaint in writing. The Committee shall then determine if your complaint merits disciplinary sanctions against the member. Please also note that investigation of a complaint related to conditions missed or misreported requires that the Member be permitted to re-inspect the property.

### Complainant's Name:

Address:

City:

Postal Code:

Home Tel:

Business Tel:

Cellular:

Email:

### Member's Name:

### Member's Company Name:

Date of Inspection or Incident:    mm / dd / yy

Date Member was notified of Complaint:    mm / dd / yy

