

APPENDIX D

Office of the Child's Representative

FORMAL COMPLIMENT PROCEDURE AND FORM

Compliment Procedure

Please review the following OCR formal compliment procedure concerning the performance of a state paid Guardian Ad Litem or Child's Legal Representative before submitting a formal compliment. Formal compliments should be submitted on the attached form, signed, and mailed to the address below:

Office of the Child's Representative
Ralph L. Carr Judicial Center
Attention: Executive Director Linda Weinerman
1300 Broadway, Ste. 320
Denver, CO 80203

All formal compliments must be written and include the following information:

- Name, address and telephone number of person submitting compliment
- Type of case and case number
- The Court, County, Judicial District, and name of the Judge or Magistrate handling the case
- Name of Guardian Ad Litem or Child's Legal Representative who is the subject of the compliment
- Reason for the compliment to the Guardian Ad Litem or Child's Legal Representative
- Signature of person submitting compliment

Copies of all compliments will be maintained at the OCR.

Office of the Child’s Representative
FORMAL COMPLIMENT FORM

Fill out this form and mail it to:
Office of the Child’s Representative
Attn: Linda Weirnerman
1300 Broadway, Ste. 320
Denver, CO 80203

This form should be used to file a compliment regarding a Guardian Ad Litem or Child’s Representative. Please print, fill out, and sign the form, then send it to the Office of the Child’s Representative (OCR) at the address provided above.

➔ Begin by filling out the information in the two boxes below, and then proceed to Page 2 to describe the compliment in detail.

About You:

FIRST NAME		MIDDLE NAME	LAST NAME	
STREET ADDRESS		CITY	STATE	ZIP CODE
DAYTIME PHONE NUMBER		EMAIL ADDRESS		

About the case:

TYPE OF CASE (ex: Dissolution, Dependency and Neglect, Delinquency, Paternity, Probate, Mental Health)	
CASE NUMBER	
COUNTY	JUDICIAL DISTRICT
NAME OF JUDGE OR MAGISTRATE HANDLING THE CASE	
NAME OF GUARDIAN AD LITEM (GAL) OR CHILD’S REPRESENTATIVE ABOUT WHOM YOUR COMPLIMENT IS MADE	

