



WHO MUST FILE

Anyone who alleges a violation of RSA 77-G and Rev 3200 should file a Complaint Form (Form ED-06).

WHEN TO FILE

Form ED-06 should be sent as soon as a violation of RSA 77-G has occurred or is known to have occurred.

WHERE TO FILE

Mail to: NH DRA Education Tax Credit, PO Box 637, Concord NH 03302-0637.

Or may be hand delivered to the Department of Revenue Administration during business hours (Monday through Friday, 8:00 a.m. to 4:30 p.m.) at: Governor Hugh J. Gallen Office Park South, 109 Pleasant Street, Medical and Surgical Building, Concord NH 03301.

FORMS SHALL NOT BE FAXED OR EMAILED.

NEED HELP?

Call the Department of Revenue Administration, Taxpayer Services at (603) 230-5920. Individuals with hearing or speech impairments may call TDD Access: Relay NH 1-800-735-2964.

NEED FORMS?

To access additional forms, please visit our website at www.revenue.nh.gov or call the Forms Line at (603) 230-5001.

LINE-BY-LINE INSTRUCTIONS

Continue onto page 2 for line-by-line instructions.



STEP 1 - COMPLAINANT INFORMATION

LINE 1

Enter the complainant's name.

LINE 2

Enter the complainant's street address.

LINE 3

Enter the complainant's city, state and zip code.

LINE 4

Enter the complainant's home telephone number.

LINE 5

Enter the complainant's work telephone number.

LINE 6

Enter the complainant's email address.

STEP 2 - PARTY AGAINST WHOM COMPLAINT IS ALLEGED

LINE 7

Enter the name of the party against whom the complaint is alleged.

LINE 8

Enter the street address of the party against whom the complaint is alleged.

LINE 9

Enter the city, state, and zip code of the party against whom the complaint is alleged.

LINE 10

Enter the telephone number of the party against whom the complaint is alleged.

STEP 3

LINE 11

Provide a summary statement about the alleged violation including citation of applicable section of RSA 77-G and/or Rev 3200.

LINE 12

Provide all the details about the alleged violation and why you believe the action or inaction violated RSA 77-G and/or Rev 3200.

LINE 13

If you know of anyone who also witnessed the alleged violation, provide their names and phone numbers.

STEP 4 - SIGNATURES

The complaint must be dated and signed in ink by the complainant per RSA 77-G:6. In addition, print the name and title of the complainant signing the application.