

# ALABAMA STATE BOARD OF AUCTIONEERS

2777 ZELDA ROAD  
MONTGOMERY, AL 36106  
334/269-9990 or 866-873-4664  
FAX: 334/263-6115 E-mail: [auctioneers@warrenandco.com](mailto:auctioneers@warrenandco.com)  
[www.auctioneer.alabama.gov](http://www.auctioneer.alabama.gov)



Dear Consumer:

The Alabama State Board of Auctioneers requires that the consumer complete the enclosed consumer complaint form before this office can begin an investigation. Persons submitting complaints may be required to support them by a personal appearance before the Board. The Board may revoke or suspend the license of auctioneers which the Board determines are guilty of misrepresentation, dishonesty, incompetence, or misconduct in the practice of auctioneering. The Board may also impose administrative fines for violations of the auctioneer license law and the rules and regulations of the Board.

Upon receipt of your complaint against a licensed auctioneer or any unlicensed individual practicing the profession of auctioneering, the Board will investigate the matter and decide if formal disciplinary action is required.

A consumer complaint form is enclosed for your use. Also enclosed is a list of documents/items that will assist the Board in the investigation of your consumer complaint. Please review the list, indicate the documents you are providing, and return the list and the documents with the completed consumer complaint form. **The Board must receive the original, signed form before processing any consumer complaint.** Please do not hesitate to contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to be "Keith E. Warren", with a long horizontal line extending to the right.

Keith E. Warren  
*Executive Director*

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## CONSUMER COMPLAINT FORM

INSTRUCTIONS: Please complete this form and fax or mail to the above address. Also, any supporting documentation regarding this complaint can be attached and submitted as well. Make copies of this form as needed.

\_\_\_\_\_  
Name of Auctioneer

\_\_\_\_\_  
Your Name

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
Company Name (if applicable)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Website/Email Address

\_\_\_\_\_  
Email Address

Is the "Auctioneer" Licensed? Yes \_\_\_\_\_

No \_\_\_\_\_

Date of Sale or Services \_\_\_\_\_

*Description of goods sold or services provided:*

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*Did you sign a contract? Yes\_\_\_\_\_ (On what date?)\_\_\_\_\_*  
*No\_\_\_\_\_*

*Have you consulted an attorney? Yes\_\_\_\_\_ No\_\_\_\_\_*  
*Please provide the Attorney's Name, Address, & Contact Information Below:*

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*Attorney's Name*

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*Firm's Name*

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*Address*

---

*City*

*State*

*Zip*

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*Telephone Number*

*Fax Number (if applicable)*

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*Email Address (if applicable)*

*Is there currently any action pending as a result of the circumstances surrounding this complaint? Yes\_\_\_\_\_ No\_\_\_\_\_*

*If so, please describe:*

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*Would you be willing to testify in an administrative proceeding held before the Board if deemed necessary? Yes\_\_\_\_\_ No\_\_\_\_\_*



**I SOLEMNLY SWEAR OR AFFIRM THAT THE STATEMENTS MADE HEREIN AND ON ANY ATTACHMENTS HERETO ARE ACCURATE, COMPLETE, AND TRUE TO THE BEST OF MY KNOWLEDGE.**

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**Signature of Person Filing Complaint**

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**Print Name**

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**Date**

**You can assist the Board with its investigation of your consumer complaint by providing documentation related to your complaint. Please review the documents listed below and indicate which documents you are providing. Please return the list and the documents to the Board with your consumer complaint form. DO NOT include any original documents with your complaint form unless you have already retained a copy of all such documents for your own records – all information provided will become the property of the Board and will be retained as part of the Board’s own records in this matter.**

- |  | <b>PROVIDED?</b> |
|--|------------------|
| 1) <b>Contract</b>   | Yes___ No___     |
| 2) <b>Advertisements</b>   | Yes___ No___     |
| 3) <b>Receipts</b>   | Yes___ No___     |
| 4) <b>Cancelled Checks</b>   | Yes___ No___     |
| 5) <b>List or Description of Consigned Articles / Items</b>          | Yes___ No___     |
| 6) <b>Written Correspondence with Auctioneer Regarding Complaint</b> | Yes___ No___     |
| 7) <b>Photographs / Videos</b>                                       | Yes___ No___     |
| 8) <b>Additional Relevant Documentation</b>                          | Yes___ No___     |