

Harassment Complaint Support Resources

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Your Name]

Subject: Harassment Complaint and Request for Support

Dear [Recipient's Name],

I am writing to formally report an incident of harassment that I have experienced on [Insert Date]. The details of the incident are as follows:

- **Nature of Harassment:** [Describe the harassment]
- **Date and Time:** [Insert Date and Time]
- **Location:** [Insert Location]
- **Involved Parties:** [Insert Names]

As a victim of harassment, I am reaching out for support and guidance on how to address this situation within our organization.

Support Resources

Below are some resources that may provide assistance in this matter:

- **Human Resources:** [Insert HR Contact Information]
- **Employee Assistance Program:** [Insert EAP Contact Information]
- **Legal Support:** [Insert Legal Support Information]
- **Hotlines:** [Insert Harassment Hotline Numbers]

I appreciate your attention to this matter and look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]