



PROMPT PAYMENT COMPLAINT

Oklahoma Department of Transportation
Civil Rights Division
External Programs

200 N.E. 21st St., Rm 1-C5
Oklahoma City OK 73105
(405) 521-6046
Fax (405) 522-2136

Name of Complainant Name of Company

Address City/State Zip Telephone #

Project Number Prime Contractor

List pay items for which payment has not been made:

Pay Items	Quantity	\$ Amount	Dates Work Performed

Attach copies of documents to support complaint; Subcontract, Invoices, Notes, Time & Diaries, Payrolls, Correspondence, etc.

Explain action or conditions giving rise to this complaint, including contacts made with prime contractor and/or ODOT personnel:

Signature of Complainant Date

Return complaint and supporting documents to address above. Incomplete complaints will not be processed.