

**TOWN OF MARS HILL
FAIR HOUSING COMPLAINT PROCEDURE**

Any person or persons wishing to file a complaint of housing discrimination in the Town may do so by informing the Town Manager of the facts and circumstance of the alleged discriminatory acts or practice.

1. Upon receiving a housing discrimination complaint, the Town Manager shall acknowledge the complaint within 10 days in writing and inform the North Carolina Human Relations Commission about the complaint.
2. The Town Clerk shall offer assistance to the commission through in the investigation and reconciliation of all housing discrimination complaints which are based on events occurring in the Town.

Where To Get Help and What To Do If You Are Discriminated Against
If you feel you have been discriminated against you can:

1. Contact the Town Manager at 280 N. Main Street, P.O. Box 368 Mars Hill, NC 28754 or telephone the Town Manager at 828-689-2301.
The Town Manager will assist you with filing a complaint to the North Carolina Human Relations Commission.
2. Contact and / or file a complaint with the North Carolina Human Relations Commission, 1318 Mail Service Center, Raleigh, NC 27699-1318, or telephone the Commission at 919-733-7996.
3. Contact Pisgah Legal Services at 1-800-489-6144.
4. Contact the North Carolina Fair Housing Center at 919-667-0888.

Town Manager: Darhyl Boone