

# GAL Inquiry/Complaint to APS

(Rev. 12/8/16)

To: NYC Human Resources Administration  
Adult Protective Services  
(Sent by e-mail to [APSCourtPayment@hra.nyc.gov](mailto:APSCourtPayment@hra.nyc.gov))

Today's date:

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I am the Guardian ad Litem for your client(s), whose name(s) is/are:

Index Number:

I have been unable to contact the assigned caseworker or supervisor, despite calling and/or e-mailing APS on the following dates:

The phone number(s) and/or e-mail address(es) I used was/were:

The nature of my inquiry is as follows:

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Please contact me at the following  
phone number or e-mail address:

No later than:

The reason a response is required by this date is: