

**DEPARTMENT OF TRANSPORTATION**  
DIVISION OF CONSTRUCTION  
DISTRICT XX  
ADDRESS  
CITY, STATE ZIP  
PHONE XXX-XXX-XXXX  
FAX XXX-XXX-XXXX  
TTY 711  
districtX.payrolls@dot.ca.gov



*Serious Drought.  
Serious drought.  
Help save water!*

## NOTICE OF COMPLAINT CLOSED

[Date]

[Mr. or Ms. Complainant's Name]

[Address]

[City, ST ZIP]

Dear [Mr. or Ms. Complainant's Last Name]:

The Labor Compliance Program for the Department of Transportation (Caltrans) has completed its investigation of your prevailing wage complaint against [Prime or Subcontractor's Name] on Caltrans contract number(s) [Contract #(s)]. The Labor Compliance Program concludes the following:

*(Provide the explanation of the violations and resulting resolutions—that is, restitution and so forth—or explain why prevailing wages are not due and what brought you to that conclusion.)*

Caltrans has concluded its investigation, and your complaint is now closed. If you have questions, please contact [Labor Compliance Officer's Name] at [Phone Number].

Sincerely,

[NAME IN ALL CAPS]

(District # or Region Labor Compliance Manager or Officer)

c: [Name, Title, Office]

*(These names appear on the original letter and all copies of the original letter.  
Anyone mentioned in the body of the letter should be listed in the copies.)*