# **Consumer's Resource Handbook**

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# Consumer's Resource Handbook

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### Acknowledgments

The U.S. Office of Consumer Affairs wishes to express its gratitude to the members of the focus group which provided many ideas and suggestions for this edition of the Handbook.

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Using this Handbook

The Consumer's Resource Handbook is divided into two sections. Part I, "Buying Smart," lists tips on getting the most for your money, handling your own complaint and writing a complaint letter. Part I also provides tips on several consumer issues, including protecting personal privacy and preventing credit card fraud.

Part II of the Handbook, which is updated every two years by the U.S. Office of Consumer Affairs (USOCA), lists offices you can contact for help with consumer problems or questions. This section includes "National Consumer Organizations," "Corporate Consumer Contacts," "Car Manufacturers," "Better Business Bureaus," "Trade Association and Other Dispute Resolution Programs," "State, County and City Government Consumer Offices," "Selected Federal Agencies," and "Military Commissary and Exchange Contacts." Check the "Table of Contents" for a complete list of the offices in this part of the book.

There is a subject "index" at the back of the Handbook to help you locate information about specific topics.

What's in the Handbook

**National Consumer Organizations** 

There are a number of national organizations whose missions are defined as consumer assistance, protection and/or advocacy. Several of these organizations assist consumers directly; others are interested in hearing from consumers about problems and concerns; most, though not all, develop educational materials for consumers. Addresses, telephone numbers and descriptions of more than 30 of these organizations are listed in the National Consumer Organizations" section of this Handbook, beginning on page 56.

### **Corporate Consumer Contacts**

Many companies have consumer affairs or customer relations departments to answer questions or help resolve consumer complaints.

The addresses and telephone numbers of more than 550 companies are listed in the "Corporate Consumer Contacts" section of this Handbook, beginning on page 29. If you write to the company, you may use the sample letter on page 8 as a guide for your own letter.

#### Car Manufacturers

Most foreign and American car manufacturers have national or regional offices which handle consumer complaints not resolved by your local car dealer. The list of "Car Manufacturers" begins on page 59.

#### Better Business Bureaus

There are approximately 63 Better Business Bureaus (BBBs) in the United States. These bureaus are non-profit organizations, sponsored by private local businesses. They offer a variety of services. These services include general information on products or services, reliability reports, background information on local businesses and organizations, and records of a company's complaint-handling performance.

The Council of Better Business Bureaus, which is sponsored by national companies, also offers consumer education programs and reports on charitable organizations. The address for the council and a list of BBBs operating in the United States begin on page 63.

# Trade Association and Other Dispute Resolution Programs

There are nearly 40,000 trade and professional associations in the United States, representing a variety of interests (for example, banking, insurance, clothing manufacturing) and professions (for example, accountants, lawyers, doctors, therapists).

Some of these associations and their members have established programs to help consumers with complaints not resolved at the point of purchase.

Trade associations have various consumer functions, which are

described in National Trade & Professional Associations of the United States. Check your local library for this book and related sources of help.

A list of "Trade Association and Other Dispute Resolution Programs" begins on page 67.

State, County and City Government Consumer Offices

State and local consumer protection offices can help you resolve consumer complaints and provide you with consumer education information. These agencies might mediate complaints, conduct investigations, prosecute offenders of consumer laws, license and regulate professions, promote strong consumer protection legislation, provide educational materials and advocate in the consumer interest. It is important to report complaints and suspected frauds and misrepresentations to these governmental agencies. Consumer complaints form the basis of most consumer protection law enforcement actions.

If you want to file a complaint, call your local consumer protection office to learn what you need to do. A list of state, county and city government consumer protection offices begins on page 70.

Many states also have special commissions and agencies to handle consumer questions and complaints about aging, banks, insurance, utilities, vocational and rehabilitation services, weights and measures, and securities. These agencies are listed separately, beginning on page 83.

In addition, a variety of other helpful community services might be available in your area. For example, county and state Cooperative Extension Services offer information about health, safety, product comparisons, financial planning and nutritional needs. Information about these and other state and local services can be found at your library and in the telephone directory in the city, municipal, county or state government listings.

### Selected Federal Agencies

Many Federal government agencies can help you with consumer questions and complaints. A number of these agencies have enforcement authority and/or complaint-handling responsibilities. The Federal agencies listed, beginning on page 105, respond to consumer complaints and inquiries.

A list of Federal agencies with Telecommunications Devices for the

Deaf (TDDs) begins on page 111.

Military Commissary and Exchange Contacts

Interested consumers will find a list of "Military Commissary and Exchange Contacts" on page 102. The list includes the regional offices and headquarters for all the Armed Forces Exchanges and Commissaries.

Other Sources of Help

#### Libraries

The local library can be a good source of help. Many of the publications mentioned in this Handbook can be found in public libraries. Some university and other private libraries also allow individuals to use their reference materials. Check your local telephone directory for the location of nearby libraries. Media Programs

Local newspapers and radio and television stations often have "Action Line" or "Hot Line" services. These programs might be able to help consumers with their problems. Sometimes these programs, because of their influence in the community, are successful in helping to resolve consumer complaints. Some action lines select only the most severe problems or those that occur most frequently. They might not be able to handle every complaint.

To find these services, check with your local newspapers, radio and television stations, or local library.

Occupational and Professional Licensing Boards

Many state agencies license or register members of various professions, including doctors, plumbers, electricians, car repair shops, employment agencies, beauticians, and television and radio repair shops. In some states, local consumer agencies license or register some professions.

In addition to setting licensing standards, these boards also issue rules and regulations; prepare and give examinations; issue, deny or revoke licenses; bring disciplinary actions; and handle consumer complaints.

Many boards have referral services or consumer education materials to help you select a professional. If you have a complaint and contact a licensing agency, the agency will contact the professional on your behalf. If necessary, they might conduct an investigation and take disciplinary action against the

professional. This action can include probation or license suspension or revocation.

To find the local office of an occupational or professional licensing board, check your local telephone directory under the headings of "Licensing Boards" or "Professional Associations," or look for the name of the individual agency. If you need help locating the right office, contact your state or local consumer office.

# Legal Help

Please note that some of the sources of help listed in the Consumer's Resource Handbook have a policy of declining complaints from consumers who have sought prior legal counsel. Small Claims Court

Small claims courts were established to resolve disputes involving claims for small debts and accounts. While the maximum amounts that can be claimed or awarded differ from state to state, court procedures generally are simple, inexpensive, quick and informal. Court fees are minimal, and you often get your filing fee back if you win your case. Generally, you will not need a lawyer. In fact, in some states, lawyers are not permitted. If you live in a state that allows lawyers and the party you are suing brings one, do not be intimidated. The court is informal, and most judges make allowances for consumers who appear without lawyers.

Remember, even though the court is informal, the ruling must be followed, just like the ruling of any other court.

If the party bringing the suit wins the case, the party who lost often will follow the court's decision without additional legal action. Sometimes, however, losing parties will not obey the decision. In these cases, the winning party can go back to court and ask for the order to be "enforced." Depending on local laws, the court might, for example, order property to be taken by law enforcement officials and sold. The winning party will get the money from the sale, up to the amount owed. Alternatively, if the person who owes the money receives a salary, the court might order the employer to garnish or deduct money from each paycheck and give it to the winner of the lawsuit.

Check your local telephone book under the municipal, county or state government headings for small claims court offices. When you contact the court, ask the court clerk how to use the small claims court. Many state and local consumer agencies have consumer educational material to prepare you for small claims court (see page 70). To better understand the process, sit in on a small claims court session before taking your case to court. Many small claims courts have created dispute resolution programs to help citizens resolve their disputes. These dispute resolution processes (e.g., mediation and conciliation) often simplify the process. For example, in mediation, both people involved in the small claims dispute meet, sometimes in the evenings or on weekends, and with the assistance of a neutral, third-party mediator, discuss the situation and create their own agreement.

Research indicates that if both people show up for the mediation, 85%-90% of the time an agreement is reached. Just as importantly, researchers learned in follow-up, six months after the session, that 85% of the agreements were "substantially fulfilled."

Considering this, when you contact your small claims court, ask first about their mediation or conciliation process.

For additional information about dispute resolution, contact the American Bar Association, Standing Committee on Dispute Resolution, 1800 M Street, N.W., Washington, D.C. 20036, (202) 331-2258.

#### Legal Aid

Legal Aid offices help individuals who cannot afford to hire private lawyers. There are more than 1,000 of these offices around the country staffed by lawyers, paralegals and law students. All offer free legal services to those who qualify. Funding is provided by a variety of sources, including Federal, state and local governments and private donations. Many law schools nationwide conduct clinics in which law students, as part of their training, assist practicing lawyers with these cases. Legal Aid offices generally offer legal assistance with such problems as landlord-tenant relations, credit, utilities, family issues (e.g., divorce and adoption), foreclosure and home equity fraud, social security, welfare, unemployment and workmen's compensation. Each Legal Aid office has its own board of directors which determines the priorities of the office and the kinds of cases handled. If the Legal Aid office in your area does not handle your type of case, it should be able to refer you to other local, state or national organizations that can provide advice or help. Check the telephone directory to find the address and telephone number of the Legal Aid office near you. If you would like a directory of Legal Aid offices around the country, contact the National Legal Aid and Defender Association, 1625 K Street, N.W., 8th Floor, Washington, D.C. 20006, (202) 452-0620.

# **Legal Services Corporation**

The Legal Services Corporation (LSC) was created by Congress in 1974. There are LSC offices in all 50 states, Puerto Rico, the Virgin Islands, Guam and Micronesia. To find the LSC office nearest you, check the telephone directory, call the Federal Information Center (FIC) listed on page 104, or call the LSC Public Affairs Office at (202) 863-4089. If you wish to buy a full directory of all LSC programs, write or call:

Public Affairs Legal Services Corporation 400 Virginia Avenue, S.W. Washington, D.C. 20024-2751 (202) 863-4089

Finding a Lawyer

If you need help finding a lawyer, check with the Lawyer Referral Service of your state, city or county bar association listed in local telephone directories.

Complaints about a lawyer should be referred to your state, county or city bar association.

Other Consumer Information

Consumer Credit Counseling Services

Counseling services provide assistance to individuals having difficulty budgeting their money and/or meeting necessary monthly expenses. Many organizations, including credit unions, family service centers and religious organizations, offer some type of free or low-cost credit counseling.

The Consumer Credit Counseling Service (CCCS) is one non-profit organization that provides money management techniques, debt payment plans and educational programs. Counselors take into consideration the needs of the client, as well as the needs of the creditor, when working out a debt repayment plan. You can find the CCCS office nearest you by contacting the National Foundation of Consumer Credit, Inc., 8611 Second Avenue, Suite 100, Silver Spring, MD 20910-3372, 1 (800) 388-CCCS (toll free). Consumer Groups

Private and voluntary consumer organizations usually are created to advocate specific consumer interests. In some communities, they

will help individual consumers with complaints. However, they have no enforcement authority. To find out if such a group is in your community, contact your state or local government consumer protection office. A list of the state and local offices begins on page 70.

### **Consumer Information Catalog**

The Consumer Information Catalog lists approximately 200 free or low-cost Federal booklets with helpful information for consumers. Topics include careers and education, cars, child care, the environment, Federal benefits, financial planning, food and nutrition, health, housing, small business and more. This free Catalog is published quarterly by the Consumer Information Center of the U.S. General Services Administration. Single copies of the Catalog only may be ordered by sending your name and address to Catalog, Consumer Information Center, Pueblo, CO 81009 or by calling (719) 948-4000. Non-profit groups that can distribute 25 copies or more each quarter automatically can receive copies by writing for a bulk mail card.

### Part I. Buying Smart

# Protecting Yourself

Consumers are faced with a marketplace full of decisions. Ask the right questions before and after you buy and avoid consumer fraud and rip-offs.

### Before you buy

- o Take advantage of sales, but compare prices. Do not assume an item is a bargain just because it is advertised as one.
- o Don't rush into a large purchase because the "price is only good today."
- o Check to see if the company is licensed or registered at the local or state level.
- o Contact your consumer protection office or Better Business Bureau (BBB) for any complaint recorded against the company. Request any consumer information they might have on the type of purchase.
- o Be aware of such extra charges as delivery fees, installation charges, service costs, and postage and handling fees. Add them

into the total cost.

- o Ask about the seller's refund or exchange policy.
- o Read the warranty. Note what is covered and what is not. Find out what you must do and what the manufacturer or seller must do if there is a problem.
- o Don't sign a contract without reading it. Don't sign a contract if there are any blank spaces in it or if you don't understand it. In some states, it is possible to sign away your home to someone else.
- o Before buying a product or service, contact your consumer protection office to see if there are automatic cancellation periods for the purchase you are making. In some states, there are cancellation periods for dating clubs, health clubs, and timeshare and campground memberships. Federal law gives you cancellation rights for certain door-to-door sales.
- o Walk out or hang up on high-pressure sales tactics. Don't be forced or pressured into buying something.
- o Only do business over the telephone with companies you know.
- o Be suspicious of P.O. Box addresses. They might be mail drops. If you have a complaint, you might have trouble locating the company.
- o Do not respond to any prize or gift offer that requires you to pay even a small amount of money.
- o Use unit pricing in supermarkets to compare what items cost. Unit pricing allows you to compare the price ounce-for-ounce, pound-for-pound, etc. As an example, bigger packages are not always cheaper than smaller ones.
- o Use coupons carefully. Do not assume they are the best deal until you've compared them to the prices of competitive products.
- o Make sure all documents you sign are in a language you understand.
- o Don't rely on a salesperson's promises. Get everything in writing.

#### Remember:

1. First contact the seller if you have a complaint.

- 2. If that does not resolve your problem, contact the company headquarters.
- 3. If your problem is still unresolved, refer to the subject index for the organizations, or local, state and Federal offices that provide help in cases like yours.
- 4. Taking legal action should be the last resort. However, if you decide to exercise this right, be aware that you might have to act within a certain time period. Check with your lawyer about any statutes that apply to your case.

# After you buy

- o Read and follow product and service instructions.
- o Be aware that how you use and take care of a product might affect your warranty rights.
- o Keep all sales receipts, warranties, service contracts and instructions.
- o If you have a problem, contact the company as soon as possible. Trying to fix the product yourself might cancel your right to service under the warranty.
- o Keep a written record of your contact with the company. o If you have a problem, check with your consumer protection office to find out about the warranty rights in your state. o If you paid for your purchase with a credit card, you have important rights that might help you dispute charges. (See the "Consumer Tips" section, page 20.)
- o Check your contract for any statement about your cancellation rights. Contact your consumer protection office to see if a cancellation period applies.
- o If you take the product in for repair, be sure the technician understands and writes down the problem you have described. Red Flags of Fraud

Consumer protection offices urge consumers to be aware of the red flags of fraud. Walk away from bogus offers. Toss out the mail or hang up when you hear:

- o "Sign now or the price will increase;"
- o "You have been specially selected ...;"

- o "You have won...;"
- o "All we need is your credit card (or bank account) number -for identification only;"
- o "All you pay is for postage, handling, taxes...;"
- o "Make money in your spare time guaranteed income...;" o "We really need you to buy magazines (a water purifier, a vacation package, office products) from us because we can earn 15 extra credits...;"
- o "I just happen to have some leftover paving material from a job down the street...;"
- o "Be your own boss! Never work for anyone else again. Just send in \$50 for your supplies and...;"
- o "A new car! A trip to Hawaii! \$2,500 in cash! Yours, absolutely free! Take a look at our...;"
- o "Your special claim number entitles you to join our sweepstakes...;" or
- o "We just happen to be in your area and have toner for your copy machine at a reduced price."

Remember, the smart consumer always looks at the total price before deciding and checks out the company and product before buying.

Stay away from telemarketers who want to:

- o send a courier service for your money;
- o have you send money by wire;
- o automatically withdraw money from your checking account; o offer you a free prize, but charge handling and shipping fees;
- o ask for your credit card number, checking or savings account number, social security number or other personal information; and
- o get payment in advance especially for employment referrals, credit repair, or providing a loan or credit card.

Stay away from lotteries, pyramid schemes and multi-level sales schemes. They are all good ways to separate you from your money.

Complaining Effectively

Save all purchase-related paperwork in a file. Include copies of sales receipts, repair orders, warranties, canceled checks, contracts, and any letters to or from the company. When you have a problem:

- o Contact the business that sold you the item or performed the service. Calmly and accurately describe the problem and what action you would like taken.
- o Keep a record of your efforts to resolve the problem. When you write to the company, describe the problem, what you have done so far to try to resolve it and what solution you want. For example, do you want your money back, the product repaired or the product exchanged?

Allow time for the person you contacted to resolve your problem. Keep notes of the name of the person you spoke with, the date and what was done. Save copies of all letters to and from the company. Don't give up if you are not satisfied.

o Contact the company headquarters if you have not resolved your problem at the local level. Many companies have a toll-free 800 number. Look for it on package labeling, in a directory of 800 telephone numbers (available at your local library), by calling 1 (800) 555-1212 (toll free) or by referring to the many corporate consumer contacts, beginning on page 29. Address your letter to the consumer office or the company's president.

Writing a Complaint Letter

Where to send it

- o Check the product label or warranty for the name and address of the manufacturer.
- o If you need additional help locating company information, check the reference section of your local library for the following books: Standard & Poor's Register of Corporations, Directors and Executives; Standard Directory of Advertisers; Trade Names Dictionary; and Dun & Bradstreet Directory.
- o If you have the brand, but cannot find the name of the manufacturer, the Thomas Register of American Manufacturers lists the manufacturers of thousands of products. Check your local library.
- o Each state has an agency (possibly the corporation commission or secretary of state's office) that provides addresses for companies

incorporated in that state.

o Remember, do business with a company you will be able to find later. It might be difficult to find companies in other states or those listing post office boxes as addresses. Even if you have an address, it might be only a mail drop, so be sure you know where the company you are doing business with is located physically.

#### What to say

- o Include in the letter your name, address, home or work telephone numbers, and account number, if any.
- o Make your letter brief and to the point. Include the date and place you made the purchase, who performed the service, such information about the product as the serial or model number or warranty terms, what went wrong, with whom you have tried to resolve the problem and what you want done to correct the problem.
- o Use the sample consumer complaint letter on the following page as a guide.
- o Include copies, not originals, of all documents.
- o Be reasonable, not angry or threatening, in your letter. Type your letter, if possible, or make sure your handwriting is neat and easy to read.
- o Keep a copy of all letters to and from the company.
- o You might want to send your complaint letter with a return receipt requested. This will cost more, but will give you proof that the letter was received and tell you who signed for it. o If you feel you have given the company enough time to resolve the problem, send a copy of your letter to, or file a consumer complaint with, your local or state consumer protection agency, such specific state agencies as banking, insurance and utilities, or local Better Business Bureau. Their addresses can be found starting on pages 70, 87 and 63, respectively. Include information about what you have done so far to try to resolve your complaint. If you think a law has been broken, contact your local or state consumer protection agency right away.

Sample Complaint Letter

(Your Address) (Your City, State, ZIP Code) (Date)

(Name of Contact Person, if available)
(Title, if available)
(Company Name)
(Consumer Complaint Division, if you have no contact person)
(Street Address)
(City, State, ZIP Code)

Dear (Contact Person):

Re: (account number, if applicable)

On (date), I (bought, leased, rented, or had repaired) a (name of the product with serial or model number or service performed) at (location, date and other important details of the transaction).

Unfortunately, your product (or service) has not performed well (or the service was inadequate) because (state the problem). I am disappointed because (explain the problem: for example, the product does not work properly, the service was not performed correctly, I was billed the wrong amount, something was not disclosed clearly or was misrepresented, etc.).

To resolve the problem, I would appreciate your (state the specific action you want - money back, charge card credit, repair, exchange, etc.). Enclosed are copies (do not send originals) of my records (include receipts, guarantees, warranties, canceled checks, contracts, model and serial numbers, and any other documents).

I look forward to your reply and a resolution to my problem, and will wait until (set a time limit) before seeking help from a consumer protection agency or the Better Business Bureau. Please contact me at the above address or by phone at (home and/or office numbers with area codes).

Sincerely, (your name)

Enclosure(s)

cc: (reference to whom you are sending a copy of this letter, if anyone)

Consumer Tips

This section contains a number of suggestions to help you become a smarter consumer. It includes tips on how to buy a car, avoid fraud and protect your privacy.

Remember to check with your local consumer protection office and Better Business Bureau for other consumer information on a variety of topics. Their addresses and phone numbers are listed on pages 70 and 63, respectively.

Car Repair, Purchase, Renting and Other Concerns

# Car Repair

- o Choose a reliable repair shop recommended to you by family or friends or an independent consumer rating organization. Check out the repair shop's complaint record with your state or local consumer protection office or Better Business Bureau.
- o When you take the car to the shop, describe the symptoms. Don't diagnose the problem.
- o Get more than one estimate. Get them in writing.
- o Make it clear that work cannot begin until you have authorized it. Don't authorize work without a written estimate, or if the problem can't be diagnosed on the spot, insist that the shop contact you for your authorization once the trouble has been found.
- o Don't sign a blank repair order. Make sure the repair order reflects what you want done before you sign it.
- o Is the repair covered under warranty? Follow the warranty instructions.
- o Ask the shop to keep the old parts for you.
- o Get all warranties in writing.
- o Some car manufacturers might be willing to repair certain problems without charge even though the warranty has expired. Contact the manufacturer's zone representative or the dealer's service department for assistance.
- o Keep copies of all paperwork.

Some states, cities and counties have special laws that deal with auto repairs. For information on the laws in your state, contact your state or local consumer protection office.

### Buying A Used Car

- o Check newspaper ads and used car guides at a local library so you know what's a fair price for the car you want. Remember, prices are negotiable. You also can look up repair recalls for car models you might be considering.
- o Call the Auto Safety Hotline at 1 (800) 424-9393 to get recall information on a car. Authorized dealers of that make of vehicle must do recall work for free no matter how old the car is. o Shop during daylight hours so that you can thoroughly inspect the car and take a test drive. Don't forget to check all the lights, air conditioner, heater and other parts of the electrical system.
- o Do not agree to buy a car unless you've had it inspected by an independent mechanic of your choice.
- o Ask questions about the previous ownership and mechanical history of the car. Contact the former owner to find out if the car was in an accident or had any other problems.
- o Check with your local department of motor vehicles to find out what you need in order to register a car.
- o Ask the previous owner or the manufacturer for a copy of the original manufacturer's warranty. It still might be in effect and transferable to you.
- o Don't sign anything that you don't understand. Read all documents carefully. Negotiate the changes you want and get them written into the contract.
- o For information on recalls and safety issues, see page 10 under new car sales.

# Buying from a Private Individual

Generally, private sellers have less responsibility than dealers for defects or other problems.

- o Check with your state's motor vehicle department on what you will need to register a vehicle.
- o Make sure the seller isn't a dealer posing as an individual. That might mean the dealer is trying to evade the law and might be an indicator of problems with the car. Look at the title and registration. Make sure the seller is the registered owner of the vehicle.

o Ask the seller lots of detailed questions about the car. o Have the car inspected by your mechanic before you agree to buy it.

#### Buying from a Dealer

Check the complaint records of car dealers with your state or local consumer protection agency or Better Business Bureau. o Read the "Buyers Guide" sticker required to be displayed in the window of the car. It gives information on warranties, if any are offered, and provides other information.

- o In most states, used cars may be sold "as is." If the "as is" box is checked off on the "Buyers Guide," you have no warranty. o If the "warranty" box is checked off on the "Buyers Guide," ask for a copy of the warranty and review it before you agree to buy the car.
- o Have the car inspected by your mechanic before you agree to buy it.
- o Some states have laws giving extra protection to used car buyers. Contact your state or local consumer protection office to find out what rights you might have.
- o To order a free publication on buying a used car, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Room 130, Washington, DC 20580, (202) 326-2222.

### Buying A New Car

- o Evaluate your needs and financial situation. Read consumer magazines and test drive several models before you make a final choice.
- o Find out the dealer's invoice price for the car and options. This is what the manufacturer charged the dealer for the car. You can order this information for a small fee from consumer publications you can find at your local library.
- o Find out if the manufacturer is offering rebates that will lower the cost.
- o Get price quotes from several dealers. Find out if the amounts quoted are the prices before or after the rebates are deducted.
- o Keep your trade-in negotiations separate from the main deal.

- o Compare financing from different sources, for example, banks, credit unions and other dealers before you sign the contract. o Read and understand every document you are asked to sign. Do not sign anything until you have made a final decision to buy. o Think twice about adding expensive extras, you probably don't need, to your purchase, for example, credit insurance, service contracts or rustproofing.
- o Inspect and test drive the vehicle you plan to buy, but do not take possession of the car until the whole deal,including financing, is finalized.
- o Don't buy on impulse or because the salesperson is pressuring you to make a decision.
- o The National Highway Traffic Safety Administration's Auto Safety Hotline at 1 (800) 424-9393 (toll free) distributes recall and safety information on used and new cars, trucks, motorcycles, motor homes, child seats and other motor vehicle equipment; vehicle crash test information; tire quality grading reports; child seat registration forms; and other safety literature. You should report all vehicle and child seat defect information to the Hotline (see page 108).
- o The Center for Auto Safety (see page 56) monitors auto defects. To see if there is a pattern of repeated complaints on a certain vehicle model, write the Center for Auto Safety, 2001 S Street, N.W., Suite 410, Washington, DC 20009 and include the vehicle make, model and year, and a self-addressed stamped envelope.

#### Credit and Sublease Brokers

A new and rapidly growing area of consumer fraud involves con artists who prey on people who have bad credit and who are having problems getting loans to buy cars. There are two main schemes: o The "credit broker" promises to get a loan for you in exchange for a high fee. In many cases, the "broker" takes the fee and disappears, or simply refers you to high-interest loan companies.

o The "sublease" broker charges a fee to arrange for you to "sublease" or "take over" someone else's car lease or loan. Such deals usually violate the original loan or lease agreement. Your car can be repossessed even if you've made all of your payments. You also might have trouble insuring your car.

# To protect yourself:

o check with your state or local consumer protection agency to

find out if the broker is required to be licensed;

- o do not do business with a company that does not appear to be complying with state law; and
- o do not pay for services in advance.

To order a free publication on how to buy a new or used car, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Room 130, Washington, DC 20580, (202) 326-2222.

### Car Leasing

- o Shop around for the best leasing deal. Read lease promotions carefully. The attractive low monthly payment might be available only if you make a large down payment (capitalized cost reduction) or a balloon payment at the end of the lease.
- o Beware of open-end leases. They require the consumer to pay the difference if the vehicle is worth less at the end of the lease than was estimated originally.
- o The Consumer Leasing Act requires leasing companies to give you important information in writing before you sign a contract. Read the documents given to you by the leasing company and make sure you understand them before you sign anything. In particular, look for:
- -up-front costs, for example, security deposits, down payments, advanced payments and taxes;
- -the terms of the payment plan;
- -termination costs, for example, excess mileage penalties, excessive wear and tear charges, and disposition charges; and -penalties for early termination or default.

When you have paid off a car loan, you own the car. When you have paid off the lease, you own nothing.

To order a free publication on car leasing, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Room 130, Washington, DC 20580, (202) 326-2222. Lemon Laws

Almost every state has a new car "lemon law" that allows the owner a refund or replacement when a new vehicle has a substantial problem that is not fixed within a reasonable number of

attempts. Many specify a refund or replacement when a substantial problem is not fixed in four repair attempts or the car has been out of service for 30 days within the first 12,000 miles/12 months. If you believe that your car is a lemon: o contact your state or local consumer protection office for information on the laws in your state and the steps you must take to resolve the situation;

- o give the dealer a list of symptoms every time you bring it in for repairs; keep copies for your records;
- o get copies of the repair orders showing the reported problems, the repairs performed and the dates that the car was in the shop; and
- o contact the manufacturer, as well as the dealer, to report the problem. Some state laws require that you do so to give the manufacturer a chance to fix the problem. Your owner's manual will list an address for the manufacturer.

If the problem isn't resolved, you might have the option of participating in an arbitration program offered by the manufacturer or your state. Contact your state or local consumer protection office for information.

Lemon Law Summary is available upon request by sending a self-addressed, stamped (52 cents) envelope to the Center for Auto Safety, 2001 S Street, N.W., Suite 410, Washington, DC 20009. Vehicle Repossessions

When you borrow money to buy a car, you should know that:

- o The lender can repossess if you miss a payment or for any default (a violation of the contract).
- o The lender can repossess without advance notice.
- o After repossession, the lender might be able to accelerate, meaning the lender can require the borrower to pay off the entire balance of the loan in order for the borrower to get the vehicle back.
- o The lender can sell the vehicle at auction.
- o The lender might be able to sue the borrower for the deficiency if it sells the car for less than the borrower owes. This is true even in voluntary repossessions.
- o The lender cannot commit a "breach of the peace," for example,

breaking into a home or physically threatening someone, in the course of a repossession.

If you know you're going to be late with a payment, talk to the lender to try to work things out. If the lender agrees to a delay or to modify the contract, be sure you get the agreement in writing.

Some states have laws which give consumers additional rights. Contact your state or local consumer protection office for more information.

To order a free publication on vehicle repossessions, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Room 130, Washington, DC 20580, (202) 326-2222.

### Renting A Car

Federal law does not cover short-term car and truck rentals. However, there are state laws that do. You should contact your state or local consumer protection office for more information on laws in your area.

- o Shop around for the best rates.
- o Compare all fees, in addition to the daily/weekly rate, before renting.
- o Most car rental contracts make the consumer liable for all damage to the vehicle, no matter who caused it. Before buying a rental company's collision or loss damage waiver, check with your own car insurance company and your credit card company to see if they cover car rentals and to what extent. It pays to do your homework because these policies can add \$3 to \$15 per day to your rental charges! Rental companies also might sell loss of use and liability insurance. Check with your insurance agent in advance, so you do not duplicate coverage you already have.
- o If you pay by credit card, some rental companies will place a hold or freeze on your account during the rental period. Others might start to charge your account before the rental period is over. Find out the company's policy in advance.
- o Carefully inspect the vehicle and its tires before renting and write down all the dents and scratches you see.
- o Check refueling policies. You can refill at a local gas station, you can let the car rental company refuel the car at its

price, which is usually higher, or you can pay in advance for a refill which will cost you needlessly if there is any unused gas upon returning the vehicle.

- o Contact your state or local consumer protection agency for information on state law or to report problems with your car rental.
- o To order a free publication on car rental, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Room 130, Washington, DC 20580, (202) 326-2222. Mail Order

Federal mail order rules require companies that take consumers' orders by mail to:

- o ship the merchandise within 30 days of receiving a completed order or within a different timeframe if it is stated in their ads:
- o notify consumers if shipment can't be made on time and give them the choice of waiting longer or receiving refunds; and o cancel their orders and return their money (or give them credits on their charge accounts) if the revised shipping date can't be met, unless the consumers agree to another delay. There also might be laws regarding mail order in your state. Contact your state or local consumer protection agency.
- o Keep a record of the name, address and phone number of the company, goods you ordered, date of your order, amount you paid and method of payment.
- o Keep a record of any delivery period that was promised. o If you are told that the shipment will be delayed, write the date of that notice in your records and the new shipping date if you've agreed to wait longer.
- o When you cancel an order that wasn't shipped on time, you have the right to get a refund within seven days or within one billing cycle for charged sales.
- o When you use your credit card for mail order purchases and you don't receive the goods or services, or they were defective or misrepresented, use the credit card protection rights described in the section on Credit Cards, page 18.
- o To limit some of the mail you do not want, you can sign up with the free Mail Preference Service operated by the Direct Marketing Association, a private trade group. It will instruct its mail

marketing members to take you off their lists. To join, write to the Mail Preference Service, P.O. Box 9008, Farmingdale, New York 11735.

To report violations of the Federal mail order rule, contact the Federal Trade Commission. For information on your state laws, contact your state or local consumer protection agency. To report a problem with mail order, contact the U.S. Postal Inspection Service or the Postal Crime Hotline at 1 (800) 654-8896.

### Mail Fraud

- o Read the offer carefully. Get the advice of another person whose opinion you trust.
- o Deal only with companies or charities whose reputation and integrity are known.
- o Never give your credit card number or personal, financial or employment information unless you know with whom you are dealing.
- o Never send money for any "free" merchandise or services. o Be careful of making impulse purchases.
- o Keep a record of the order, notes of the conversation and copies of the advertisement, canceled check, receipt, letters and envelopes.
- o Take the time to shop locally and compare products, services and prices to those in local stores.
- o Check out the company with the U.S. Postal Inspection Service, your state or local consumer protection agency, or the Better Business Bureau. Mail fraud is a federal crime.
- o Using your credit card or a money order might give you some recourse if you have a problem, despite your carefulness.

Be suspicious of "free gifts" that require a "tax payment" or "registration fee;" sweepstakes requiring an entry fee or purchase; employment or work-at-home opportunities requiring a fee; offers requiring your credit card number or bank account number; loans that require you to pay a fee in advance; mailings that look like they are from official government agencies, when they are not; and prize notices requiring you to call a 900 number.

### Telemarketing

While many legitimate businesses use the telephone to make their sales, it's easy for fraudulent companies to abuse the phone. Beware of the con artists who promise anything and deliver nothing, or at least not what customers thought they were getting.

#### Tips for Smart Telephone Shopping

- o Always keep a record of the name, address and phone number of the company, goods you ordered, date of your purchase, amount you paid (including shipping and handling) and method of payment. o Keep a record of any delivery period that was promised. o If you are told that the shipment will be delayed, write the date of that notice in your records and the new shipping date, if you've agreed to wait longer.
- o Don't give your credit card number, checking account number or other personal information to a telemarketer unless you are familiar with the company or organization, and the information is necessary in order to make your purchase.

### Telephone Order Rights

- o Some states have telemarketing laws that require written contracts, automatic cancellation periods or registration of telemarketing companies. Contact your state or local consumer protection agency. Federal telephone order rules require companies that take consumers' orders by phone, computer or fax to:
- o ship the merchandise within 30 days of receiving a completed order or within a different timeframe if it is stated in their ads;
- o notify consumers if shipment can't be made on time and give them the choice of waiting longer or receiving refunds; and o cancel their orders and return their money (or give them credits on their charge accounts) if the revised shipping date can't be met, unless the consumers agree to another delay. Use Caution and Common Sense
- o Don't be pressured into acting immediately or without the full information you need.
- o Shop around and compare costs and services.
- o Report all fraudulent activity to your consumer agency. Check the company out with your consumer protection agency or the Better Business Bureau.
- o If the solicitation came by mail, call the Postal Crime

Hotline at 1 (800) 654-8896 (toll free) for more advice on not becoming a victim.

o Call the National Fraud Information Center, administered by the National Consumers League, at 1 (800) 876-7060 (toll free) for information about telemarketing fraud.

**Blocking Telemarketing Calls** 

You have the right under federal law:

- o to tell a company not to call you by phone or not to contact you in writing; the company must keep a list of these consumers and not contact them; keep a record for your file;
- o not to get calls before 8 a.m. or after 9 p.m.;
- o not to receive unsolicited ads by fax; and
- o to be disconnected from a pre-recorded machine-delivered message within five seconds of hanging up.

Some states do not allow telemarketers to call people who do not want to receive calls. Contact your state or local consumer protection agency to check your state's rights.

To reduce telephone calls you do not want, you can sign up with the free Telephone Preference Service operated by the Direct Marketing Association, a private trade group. To join, write to the Telephone Preference Service, P.O. Box 9014, Farmingdale, NY 11735.

To report violations of the telephone order rule, contact the Federal Trade Commission. If you made the telephone transaction in response to a postcard or other mailing, contact the U.S. Postal Inspection Service or the Postal Crime Hotline at 1 (800) 654-8896 (toll free). For information on the laws in your state, contact your state or local consumer protection agency.

Calls That Cost: 900 Numbers and Other Pay-Per-Call Services Unlike 800 numbers which are free, you pay a fee when you call a 900-type number. The company or organization you're calling sets the price, not the telephone company. Most states do not regulate the cost of these calls. Charges can vary from less than a dollar to more than \$50. Federal law requires that: o consumers be told the cost of calling the number and given a description of the product and service. This must appear in advertisements and, for calls costing more than two dollars, in the introductory message or preamble at the beginning of the call;

- o the cost of calling must be disclosed by flat rate, by the minute with any minimum or maximum charge that can be determined, or by range of rates for calls with different options; all other fees charged for services and the cost of any other service to which a caller might be transferred must be disclosed;
- o consumers must be given time to hang up after the introductory message without being charged; there must be a signal or tone to let them know when the preamble ends;
- o no charges can be made for calling 800 numbers unless the consumer agrees in advance to be charged;
- o any pay-per-call services offering sweepstakes, prizes or awards must disclose the odds of winning or the factors for determining the odds;
- o ads directed to children under age 12 are not allowed unless they are for legitimate educational services;
- o ads directed primarily to people under the age of 18 must state that parents' consent is needed to call the number; and o ads for information about Federal programs offered by private companies must state clearly that they are not endorsed, approved or authorized by government agencies.

Protect yourself from fraud by avoiding:

- o ads that don't describe clearly the goods or services or the cost of the calls;
- o offers of "free" gifts or prizes just for calling;
- o promises of jobs, loans, credit cards for people with poor credit, "credit repair" or other services aimed at consumers who are in financial hardship;
- o contests to win money in which little or no skill is required;
- o services targeted to children under 12 which don't appear to serve any legitimate educational purpose; and
- o offers of cheap travel or any other deals that seem to be "too good to be true."

Hang up if you're being switched from an 800 number to a 900 number without your prior consent.

#### What You Need to Know about 800 Numbers

Generally, you cannot be charged for 800 numbers. However, there are two exceptions. Charges for an 800 number can be made only if:

o you have a "pre-subscription arrangement" with the company (for example, with an information service). This means you already have an agreement to accept charges before you called the 800 number; or

o you agree to a credit card charge.

### Your Rights and Recourse

- o If you question 900-type number charges which appear on your phone bill, you can dispute the bill. Your local and long distance telephone service cannot be disconnected for disputed payper-call charges.
- o In most cases, the charge for a pay-per-call service is collected by the local telephone company on behalf of the service provider. Follow the instructions on your bill immediately to dispute the charges. Keep a record of whom you talked to, and the date and copies of any letters you send. Pay the undisputed portion of your phone bill.
- o Even if the telephone company removes the charges, the debt might be turned over to a collection agency by the service provider. Send the collection agency a letter explaining why you dispute the debt. (See the section on Credit, page 19.)
- o To avoid problems with 900-type numbers, you can request "blocking" from your local phone company. Blocking prevents 900 numbers from being dialed from your phone.
- o If you suspect a violation of pay-per-call rules, contact your state or local consumer protection agency and the Federal Trade Commission. If the ad for the number came by mail, write to the U.S. Postal Inspection Service or call the Postal Crime Hotline at 1 (800) 654-8896 (toll free). If you are not satisfied with the way the phone company handled your complaint, contact the Federal Communications Commission. (See page 105 for information on how to contact Federal government agencies.)

#### Door-to-Door Sales

o Ask to see the salesperson's personal identification and license or registration if that is required where you live. Make note of

his/her name, the name and address of the company, and whether the salesperson carries proper identification.

- o Ask for sales literature and then call local stores that might sell the same merchandise to compare prices. Some door-to-door products might be overpriced.
- o Don't be pressured into buying something. Watch for the warning signs: an offer of a "free gift" if you buy a product, an offer that is only good for that day, or you're told that a neighbor just made a purchase.
- o If you feel threatened or intimidated, ask the person to leave. Don't leave the person unattended in any room of your home. If you are suspicious, report the incident to the police immediately.

### **Cancellation Rights**

- o The "Door-to-Door Sales Rule" (or "Cooling Off Rule") gives you the right to cancel certain purchases costing \$25 or more. Notify the company in writing by midnight of the third business day following the sale. Saturdays are considered business days, but Sundays and holidays are not.
- o The seller must tell you about your cancellation rights and give you two dated copies of a cancellation form showing the seller's name and address and explaining your right to cancel. o These Federal cancellation rights apply to purchases made in locations outside the seller's normal place of business, in other words, at a house party, a temporarily rented room or in your home.
- o States might have additional cancellation laws that protect consumers. Check with your state or local consumer protection agency for your rights.
- o To cancel a contract, sign and date one copy of the cancellation form. Mail it within the three-day limit, making sure it's post-marked before midnight of the third business day. Sending it by certified mail will show proof that it was mailed. o If you were not given the cancellation form at the time of sale, your right to cancel continues until three days after the seller finally gives it to you. You can write your own letter cancelling the sale and send it return receipt requested.
- o Once you cancel, you have a right to a refund within 10 days. The seller must let you know when the product will be picked up and must return any paperwork and trade-ins within that time. o Within 20 days, the seller must pick up the item or reimburse you for any shipping expenses if you send it back yourself. If you do

not return it, you still are responsible under the contract.

o Extend your rights! If you paid by credit card, canceled the contract within three days, have not yet paid the credit card bill and still have a problem getting a refund, dispute the charges with your credit card company under the Fair Credit Billing Act, (See the section on Credit, page 19.)

### Home Improvement

- o Plan ahead. Know what you want or need to have done before contacting a contractor.
- o Get detailed estimates from reputable contractors. Contact your local or state consumer agency and Better Business Bureau for information on contractors' licensing or registration requirements, complaint records and for brochures containing advice.
- o Contact your local building inspection department to check for permit and inspection requirements.
- o Call your insurance company to find out if you are covered for any injury or damage that might occur and be sure your contractor has the required insurance for his/her workers and subcontractors
- o Insist on a complete written contract. Know exactly what work will be done, the quality of materials that will be used, timetables, the names of any subcontractors, the total price of the job and the schedule of payments.
- o You have cancellation rights (usually three business days) in many home improvement contracts. Before you sign a contract, check with your local consumer agency to find out if you have cancellation rights and how they apply.
- o Understand your payment options. You can get your own loan or the contractor might arrange financing. Be sure you have a reasonable payment schedule at a fair interest rate.
- o Some state laws specify payment schedules, for example, only allowing a certain percentage of the total cost to be made as a down payment. Contact your state or local consumer agency to find out what the law is in your area.
- o Lien rights, which might give the contractor or subcontractors

the ability to "attach" your home for unpaid bills, vary from state to state. Ask your local consumer agency to explain the situation where you live.

- o You need to be especially cautious if the contractor:
- comes door-to-door or seeks you out;
- just happens to have material left over from a recent job; tells you your job will be a "demonstration;"
- offers you discounts for finding him/her other customers; quotes a price that's too cheap;
- pressures you for an immediate decision;
- has workers or suppliers who tell you they have trouble getting paid;
- can be reached only by leaving messages with an answering service; or
- drives an unmarked van or has out-of-state plates on his/her vehicle.

# Home Financing

- o Check the real estate or business sections in the newspaper for information on current interest rates. Call several lenders for rates and terms based on the type of mortgage you want. o When buying a newly constructed home, compare the interest rate and terms offered through the builder's sales office with those offered by other lending institutions.
- o When interest rates go down, you might save money by refinancing, but you probably should not refinance unless the new interest rate will be at least two percentage points below the rate you're paying currently.
- o For an adjustable rate mortgage, or "ARM," find out the "cap" or the maximum interest rate that can be charged during the life of the loan. Ask how often the rate might change and what determines the rate change.
- o Get a complete list of "closing" or "settlement" costs and find out which costs will be refunded if your loan is not approved.

o Be wary of financing that is based on "negative amortization." While the payments might be lower than in other types of loan agreements, they're not enough to cover the monthly interest charges. The portion of interest that is left unpaid is added to the principal, which means that each month, the borrower pays interest on a higher amount than before. With negative amortization, the debt actually keeps increasing rather than decreasing. You could end up owing a lot of money at the end of the loan or losing your home.

# Home Equity Credit Lines

- o Although a home equity credit line might allow you to take tax deductions you could not take with other types of loans, your home will be at risk if you cannot make the monthly payments. o Some questions to ask when comparing home equity loan offers: How large a credit line can be extended?
- How long is the term of the loan?
- What is the minimum monthly payment? Is there a maximum? What is the annual percentage rate?
- If the interest rate "floats," or is adjustable, how much can it increase at one time? Is there a maximum rate?
- Are there any annual fees or transaction fees?

# Reverse Mortgages

- o If you own your home, a reverse mortgage loan will pay you in monthly advances or through a line of credit. It lets you convert your equity into cash which you can use for any purpose, while retaining your ownership in your home. Before you sign, be sure you understand all the terms and conditions.
- o Interest rates on this type of loan might be higher and are charged on a compound basis. Application fees, points and closing costs also might be higher than other types of loans. Interest rates are not deductible on your income taxes until you repay the loan in full. There will be less equity for you and your heirs in the future.

For more information or to file a complaint, contact:

Department of Housing and Urban Development Office of Single Family Housing 451 Seventh Street, S.W., Room 9282 Washington, D.C. 20410 (202) 708-3175

State and Local Consumer Protection Offices (See the list beginning on page 70.)

#### Selecting a Financial Institution

Carefully select a financial institution by comparing the terms and prices of all of the services you need.

- o Shop around. Do not do business with the first institution that seems willing to do business with you.
- o Check the front door to see if the institution displays a government logo indicating that it is insured Federally. Generally, if the institution is insured Federally, an individual is covered for up to \$100,000 in deposits if the institution fails.

### Truth in Savings Act

- o Requires financial institutions to disclose the "Annual Percentage Yield," or "APY," on savings accounts. The APY tells you how much money you would earn if you kept \$100 in the account for one year.
- o Requires that the institution credit your entire deposit instead of crediting a portion of your deposit or using a "low balance per month" method. This increases your earnings.
- o Requires that institutions have available a list of their fees for bounced checks, stop payment orders, certified checks, wire transfers or similar items. Ask for the list.
- o Prohibits institutions from advertising "free" checking if there are hidden charges or requirements, for example, having to maintain a minimum balance to qualify.

### **Checking Accounts**

o Before you open a checking account, find out what the fees will be for writing checks, for bounced checks, for the checks themselves and for other services. Ask if the institution will send you the canceled checks with your monthly statement. If not, find out the cost for copies of canceled checks. You might need them for proof of payment in some situations.

#### Loans

- o When shopping for a mortgage, check the real estate section of your local newspaper to find out the current interest rates. Check the rates for 30-year mortgages, 15-year mortgages and adjustable rate mortgages. Ask the lending institution to explain the differences.
- o Most home improvement loans are secured by a mortgage on your home. It's better not to finance expensive credit life insurance or to consolidate other debts into this loan. Your home will be at risk for every extra dollar you borrow. If you don't make your payments, you could lose your home.
- o For car loans, compare the rates offered by the car dealer with those of local lending institutions. Don't add expensive extras like credit life insurance to the total amount of the loan. You do not have to purchase credit insurance in order to get a loan. Credit Cards
- o For a small fee, you can purchase a list of the most competitive interest rates and credit cards in the country and find out how to qualify for the lowest rate possible by contacting Bankcard Holders of America, 560 Herndon Parkway, Suite 120, Herndon, VA 22070, (703) 481-1110.
- o If you cannot pay off your full credit card balance each month, a lower interest rate will save you money. If you do pay off your balance in full each month, choose a card with no annual fee.
- o Report billing errors and unauthorized charges to your credit card company right away. Keep a list of credit card numbers and card company phone numbers to alert a credit card company immediately if a card is stolen or missing. If you report the incident immediately, the most you will have to pay for any unauthorized charges is \$50 on each card, regardless of how high the total unauthorized charges go before you report your card missing.
- o Don't give your credit card number over the phone to unfamiliar companies or to people who say they need it to "verify" your identity in order to give you a prize.
- o After signing your name on a credit card charge slip, pull out the carbons and rip them up.
- o A Federal law gives all consumers equal access to credit. The Equal Credit Opportunity Act makes it illegal for creditors to

discriminate against applicants on the basis of race, sex, national origin, marital status, age or religion, or because of public assistance income.

o Be cautious of offers for "secured" credit cards. These cards usually require you to set aside money in a separate bank account in an amount equal to the line of credit on the card to guarantee that you will pay the credit card debt. Some of these offers advertise that secured cards can be used to "repair" a bad credit record, but you should know that no matter how well you handle this account, your payment history on your past debts still will be taken into consideration when you apply to other lenders for credit or for employment or housing.

For more information or to file a complaint, contact:

Federal Deposit Insurance Corporation Office of Consumer Affairs 550 17th Street, N.W. Washington, DC 20429 (202) 898-3536 (202) 898-6726 (voice/TDD) 1 (800) 934-3342 (toll free)

Board of Governors of the Federal Reserve System Division of Consumer and Community Affairs 20th and C Streets, N.W. Mail Stop 198 Washington, DC 20551 (202) 452-3693 (202) 898-6726 (FDIC Voice/TDD)

Comptroller of the Currency Consumer Affairs 250 E Street, S.W. Washington, DC 20219 (202) 874-4820

Bankcard Holders of America 560 Herndon Parkway, Suite 120 Herndon, VA 22070 (703) 481-1110

National Credit Union Administration 1775 Duke Street Alexandria, VA 22314-3428 (703) 518-6300

**State Banking Authorities** 

(See Consumer Assistance Directory, page 87.)

State and Local Consumer Protection Offices (See Consumer Assistance Directory, page 70.)

#### Credit

#### **Credit Reporting**

The three biggest credit reporting agencies, TRW, Equifax and Trans Union, each have millions of credit files on consumers nationwide. Their toll-free numbers are:

- o TRW 1 (800) 392-1122;
- o Equifax 1 (800) 685-1111; and
- o Trans Union 1 (800) 851-2674.

You can find other credit bureaus in your area by looking in the Yellow Pages under Credit Bureaus or Credit Reporting.

If you apply for credit, insurance, a job or to rent an apartment, your credit record might be examined. You can make sure yours is accurate.

- o Get a copy once a year or before major purchases. Your report is generally free if you've been denied credit in the past 60 days. Otherwise, the credit bureau can impose a reasonable charge.
- o Read the report carefully. The credit bureau must provide trained personnel to explain the information in the report. o Dispute any incorrect information in your credit record. Write to the credit bureau and be specific about what is wrong with your report. Send copies of any documents that support your dispute.

In response to your complaint, the credit bureau:

- o must investigate your dispute and respond to you, usually within 30-35 days; information that is inaccurate or cannot be verified must be corrected or taken off your report; and
- o cannot be required to remove accurate, verifiable information that is less than seven years old (10 years for bankruptcies). If you are dissatisfied with the results of the re-investigation, you can have the credit bureau include a 100-word consumer statement, giving your version of the disputed information. You also can contact the source of the disputed information and try to

resolve the matter.

If there is an error on a report from one credit bureau, the same mistake might be on others as well. You might want to contact the three major bureaus, as well as any local bureau listed in the Yellow Pages of your telephone book.

Credit bureaus sometimes sell your name to banks or others who want to send you offers for credit cards or other forms of credit. If you don't want your name included on such lists, write or call the three major credit bureaus and tell them not to release your name.

### Credit Repair

You might see or hear ads from companies that promise to "clean up" or "erase" your bad credit and give you a fresh start. They charge high fees, usually hundreds of dollars, but do not deliver on their promises.

If you are thinking of paying someone to "repair" your credit, remember this:

- o Negative credit information can be reported for seven years (10 years for a bankruptcy).
- o No one can require a credit bureau to remove accurate negative information before that period is up.
- o There are no "loopholes" or laws that credit repair companies can use to get correct information off your credit report. o No credit repair company can do anything you can't do for yourself. (See the section on Credit Reporting, page 19.) o A "money-back guarantee" does you no good if the company has gone out of business or refuses to make good on its refund promise.
- o The only way to "repair" bad credit is by good credit practices over a period of time.

Some credit repair companies promise not just to clean up your existing credit record, but to help you establish a whole new credit identity. Remember, it is illegal to make false statements on a credit application or to misrepresent your Social Security Number. If you use such methods, you could face fines or even prison. Beware of any company or method that:

o encourages you to omit or lie about bad credit experience when

you apply for new credit;

- o tells you to use a new name or address or a new number, for example, an Employer Identification Number (EIN), in place of your Social Security Number in applying for credit; or
- o says it is legal to establish a new credit identity.

You can rebuild your good credit by handling credit responsibly. You might want to contact a Consumer Credit Counseling Service (CCCS) office. This is a non-profit organization that will provide help at little or no cost to you. For a CCCS office in your area, call 1 (800) 388-CCCS.

# Credit Billing and Disputes

The Fair Credit Billing Act applies to credit card and charge accounts and to overdraft checking. It can be used for:

- o billing errors;
- o unauthorized use of your account;
- o goods or services charged to your account, but not received or not provided as promised; and
- o charges for which you request an explanation or written proof of purchase.

## **Protect Your Rights**

- o Write to the creditor or card issuer within 60 days after the first bill containing the disputed charge is mailed to you. (Even if more than 60 days have passed since you were billed for the item, you still might be able to dispute the charge if you only recently found out about the problem.)
- o Send your letter to the address provided on the bill; do not send the letter with your payment.
- o In your letter, give your name and account number, the date and amount of the charge disputed, and a complete explanation of why you are disputing the charge. Be specific.
- o To be sure your letter is received, and so you will have a record, you might wish to send it by certified mail, with a return receipt requested.

If you follow these requirements, the creditor or card issuer must acknowledge your letter in writing within 30 days after it is received and conduct an investigation within 90 days.

While the bill is being disputed and investigated, you need not pay the amount in dispute. The creditor or card issuer may not take action to collect the disputed amount, including reporting the amount as delinquent, and may not close or restrict your account.

If there was an error or you do not owe the amount, the creditor or card issuer must credit your account and remove any finance charges or late fees relating to the amount not owed. For any amount still owed, you have the right to an explanation and copies of documents proving you owe the money.

If the bill is correct, you must be told in writing what you owe and why. You will owe the amount disputed, plus any finance charges. You may ask for copies of relevant documents.

#### **Debt Collection**

The Fair Debt Collection Practices Act applies to those who collect debts owed to creditors for personal, family and household debts, including car loans, mortgages, charge accounts and money owed for medical bills. A debt collector may not: o contact you at unreasonable times or places, for example, before 8 a.m. or after 9 p.m., unless you agree, or at work if you tell the debt collector your employer disapproves;

- o contact you after you write a letter to the collection agency telling them to stop, except to notify you if the debt collector or creditor intends to take some specific action;
- o contact your friends, relatives, employer or others, except to find out where you live and work or tell such people that you owe money;
- o harass you by, for example, threats of harm to you or your reputation, use of profane language or repeated telephone calls; o make any false statement, including that you will be arrested; and
- o threaten to have money deducted from your paycheck or sue you unless the collection agency or creditor actually intends to do so, and it is legal to do so.

If you are contacted by a debt collector, you have a right to a written notice, sent within five days after you are first contacted, telling you:

- o the amount owed;
- o the name of the creditor; and
- o what action to take if you believe you don't owe the money. If you believe you do not owe the money or don't owe the amount claimed, contact the creditor in writing and send a copy to the debt collection agency with a letter telling them not to contact you.

If you do owe the money or part of it, contact the creditor to arrange for payment.

## **Equal Credit Opportunity Act**

The Equal Credit Opportunity Act guarantees you equal rights in dealing with anyone who regularly offers credit, including banks, finance companies, stores, credit card companies and credit unions. A creditor is someone to whom you owe money. When you apply for credit, a creditor may not:

- o ask about or consider your sex, race, national origin or religion;
- o ask about your marital status or your spouse, unless you are applying for a joint account or relying on your spouse's income or you live in a community property state (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas and Washington); o ask about your plans to have or raise children;
- o refuse to consider reliable public assistance income or regularly received alimony or child support; and
- o discount or refuse to consider income because of your sex or marital status or because it is from part-time work or retirement benefits.

## You have the right to:

- o have credit in your birth name, your first name and your spouse's last name, or your first name and a combined last name;
- o have a co-signer other than your spouse if one is necessary;
- o keep your own accounts after you change your name or marital status or retire, unless the creditor has evidence you are unable or unwilling to pay;
- o know why a credit application is rejected; the creditor must

give you the specific reasons or tell you of your right to find out the reasons if you ask within 60 days; and

o have accounts shared with your spouse reported in both your names.

Credit Cards

## Choosing a Credit Card

Credit card issuers offer a wide variety of terms. Consider and compare all the terms, including the following, before you select a card:

- o Annual Percentage Rate (APR) the cost of credit as a yearly rate.
- o Free or Grace Period allows you to avoid any finance charge by paying your balance in full before the due date. If there is no free period, you will pay a finance charge from the date of the transaction, even if you pay your entire balance when you receive your bill.
- o Fees and Charges most issuers charge an annual fee; some also might charge a fee for a cash advance or if you fail to make a payment on time or go over your credit limit.

Shop around for the terms that are best for you. Before giving money to a company that promises to help you get a credit card: o find out who the card issuer is and get the credit card terms in writing, including all the fees and whether a deposit is required;

- o try to apply to a card issuer directly, rather than giving money to a third party; if you don't get the credit card, you might not be able to get your money back;
- o beware of "credit cards" that only allow you to buy from certain overpriced, restricted goods catalogs; and
- o beware of companies that promise "instant credit" or guarantee you a credit card "even if you have bad credit or no credit history;" no one can guarantee you credit in advance.

## Using a Credit Card

Know your credit card protections. When you have used your card for a purchase and you don't receive the goods or services as promised, you might be able to withhold payment for the goods or

services. Card issuers must investigate billing disputes. (See the section on Credit Billing and Disputes, page 20.)

If your card is lost or stolen, you are not liable for any charges if you report the loss before the card is used. If the card is used before you report it missing, the most you will owe is \$50.

Protect your credit record. Pay bills promptly to keep finance charges low and to protect your credit rating. Keep track of your charges and don't exceed your credit limit. Report any change of address prior to moving so that you receive bills promptly.

## Preventing Credit Card Fraud

- o Sign cards when they arrive, so no one can forge your signature on the cards and use them.
- o Keep copies of all sales slips. Open credit card bills promptly and compare the sales slips with the charges on your bill.
- o Promptly report any suspicious or unauthorized charges to the card issuer.
- o Never give your credit card number over the phone unless you have made the call and you know the company is reputable.
- o Draw a line through blank spaces on charge slips. Do not sign a blank charge slip.
- o Destroy carbons and incorrect charge slips.
- o Keep a record of your card numbers and expiration dates and the phone number of the card issuer in a safe place.

To order free brochures on credit, contact the Federal Trade Commission, Public Reference Section, 6th and Pennsylvania Avenue, N.W., Suite 130, Washington, DC 20580, (202) 326-2222. To file a complaint, contact your state or local consumer protection agency, your state attorney general or your Better Business Bureau.

## **Consumer Privacy**

How to Reduce Unwanted Solicitations and Guard Your Privacy o Pay for local purchases with cash, rather than by check or credit card.

o Ask manufacturers, catalogue or magazine subscription

companies, charities and others with whom you do business not to sell your name to others for marketing purposes.

- o Don't release your Social Security Number except to an employer, government agency, lender or credit bureau that requires it to identify you.
- o Don't give anyone your credit card or checking account numbers unless you're making purchases with them, and don't put credit card numbers on your checks.
- o When filling out warranty or other information cards, don't include optional or unnecessary personal information.
- o Federal law gives you the right to ask telemarketers to take your name off of their lists and not to call you again. Keep records of their names, addresses and the dates of your requests. File a complaint with the Federal Communications Commission (see page 109) if they don't remove your name from their marketing lists once you have made your request.
- o Personal information is easily obtained by companies promoting sweepstakes, contests and prize offers. Be careful to check out the companies before deciding to do business with them or releasing personal or financial information. Contact your state or local consumer agency (see page 70) or Better Business Bureau (see page 63). These three types of promotions are in the top 10 consumer complaints nationwide.

Review Files that Contain Information about You

The Medical Information Bureau (MIB) is a data bank used by insurance companies. You might want to obtain a copy of your file and make sure the information it contains is correct. Write to the Medical Information Bureau, P.O. Box 105, Essex Station, Boston, MA 02112.

Credit bureaus keep records about your credit history. You should review periodically your credit reports for accuracy. (See the section on "Credit Reporting," beginning on page 19.) To limit mail or telephone calls you do not want, you can sign up at no cost for a service that tells some of the telephone or mail marketing companies not to contact you. (See the sections on Telemarketing and Mail Order, pages 13 and 12, respectively, for more information.)

Many states have their own privacy laws concerning telemarketing, employment, the use of social security, credit card or checking

account numbers, medical records, mailing lists, credit reports, debt collection, computerized communications, insurance records and public data banks. Check with your state or local consumer agency about specific privacy rights or a referral to the appropriate agency.

### Advance Fee Scams

Be wary of ads promising guaranteed jobs, guaranteed loans, credit repair, debt consolidation or similar claims. Many of these are only a way to get you to send money in exchange for little or no service.

- o Be cautious when responding to advertisements which use 900 telephone numbers. You can be charged substantial and differing amounts for calls to 900 numbers.
- o Be careful with your personal information, including Social Security Numbers, credit card numbers and bank account numbers, among others. Fraudulent businesses could use this information to make an unauthorized charge to your credit card or to withdraw money from your bank account.
- o Before you make any payment, ask the business to send you a contract and other information stating the terms of the service and whether you can cancel the service and get a refund.
- o Ask how long the firm has been in business and if it is licensed properly. Request that the company send you copies of its business or other licenses. Review all contracts carefully. o Contact your state or local consumer protection agency and the Better Business Bureau to find out a company's complaint record. o Some states have enacted laws banning or regulating these types of businesses. To find out the law in your state or to report a fraud, contact your state or local consumer protection agency.
- o For information on the dangers of these types of scams, call the non-profit National Fraud Hotline at 1 (800) 876-7060 (toll free).

## **Special Contracts**

### Health Clubs

When you are considering whether to join a health club, be cautious of:

o joining clubs that have not opened - they might never open; o low-cost "bait" ads - many "switch" you to expensive long-term

#### contracts;

- o promises that you can cancel anytime and stop paying check the written contract for the terms of membership and any other promises;
- o the fine print many low-cost ads and contracts severely restrict hours of use and services;
- o signing long-term contracts consumer protection agencies report that many consumers quit using the club within a few months;
- o automatic monthly billing to your charge card or debit from a checking account these are easier to start than to stop; and o unbelievably low one-time fees with no monthly dues.

## Before you sign, be sure to:

- o check with your doctor before you begin an exercise program;
- o visit the club at the hours you will be using it;
- o check to see that promised equipment/services are actually available;
- o talk to current members regarding their satisfaction with the club;
- o check out several clubs before you sign a contract;
- o consider your commitment to a long-term program good intentions seem to fade as the reality of the hard work sets in; o read the contract carefully before you sign; is interest charged for a payment plan? Are all promises in writing?; and o check with your local or state consumer agency or Better Business Bureau for any laws in your state, cancellation rights or complaints against the company.

## Dating Clubs/Matchmakers

When you choose to deal with a dating service, be sure to check:

- o from how far away the referrals might come;
- o the economic/professional status of dates;
- o that dates are club members;
- o your ability to review the video/profile/picture, etc. of a proposed date before your phone number is given or a meeting is

### arranged;

- o that the information in your file is clear, e.g., wishes, interests, requirements, "won't accepts;"
- o the length of the contract and the number of dates/introductions promised;
- o the cost of any additional fee to extend/renew/continue the membership;
- o any extra costs associated with club functions (parties, picnics, trips);
- o what the club promises to do for the basic fee there might be little relationship between the cost and performance of the club; beware of very high priced companies;
- o that all "guarantees" are in writing;
- o for figures on its percent of success and the average length of time needed to locate an acceptable spouse if the club promises to find you a spouse; and
- o the cancellation policy check with your state or local consumer agency for your legal rights; contact your consumer agency or the Better Business Bureau to file a complaint.

## Timeshares/Campgrounds

- o Prizes and awards might be used in promoting timeshares and campgrounds. They sometimes are overvalued or misrepresented. Free awards might "bait" you into driving a long distance to the property, only to attend a long high-pressure sales pitch to obtain your prize.
- o Be realistic. Make your decision based on how much you will use it and if it provides the recreational and vacation purposes you want. Don't decide to purchase based on an investment possibility. It might be difficult or almost impossible to resell.
- o Ask about such additional costs as finance charges, annual fees and maintenance fees. Maintenance fees can go up yearly. o Compare your total annual cost with that of hotels or your normal vacation expenses.
- o Ask about availability during your vacation periods. Ask what other timeshares or campgrounds you may use with your membership.

- o Talk to individuals, who already purchased from the company, about the services, availability, upkeep and reciprocal rights to use other facilities.
- o Get everything in writing and make sure verbal promises are in the written contract. Have an attorney review any contracts/documents and make sure there are no blanks on the papers you sign.
- o Do you have cancellation rights? State laws vary. Check with your local or state consumer agency.
- o Check for any complaints against the company, seller, developer and management company with your consumer agency or the Better Business Bureau.
- o To order a free publication on timeshares and health clubs, contact the Federal Trade Commission, Public Reference Section, 6th & Pennsylvania Avenue, N.W., Suite 130, Washington, DC 20580, (202) 326-2222.

#### Travel Scams

- o Don't be taken by solicitations by postcard, letter or phone claiming you've won a free trip or can get discounts on hotels and airfares. These offers usually don't disclose the hidden fees involved, for example, deposits, surcharges, excessive handling fees or taxes.
- o Some travel scams require you to purchase a product to get a trip that's "free" or "two-for-one." You'll end up paying for the "free" trip or more for the product than the trip is worth, and the two-for-one deal might be more expensive than if you had arranged a trip yourself by watching for airfare deals.
- o Be wary of travel offers which ask you to redeem vouchers or certificates from out-of-state companies. Their offers are usually valid only for a limited time and on a space-available basis. The hotels are often budget rooms and very uncomfortable. The company charges you for the trip in advance, but will the company still be in business when you're ready to take the trip? o Check the reputation of any travel service you use, especially travel clubs offering discounts on their services in exchange for an annual fee. Contact your state or local consumer protection agency or the Better Business Bureau.
- o Request copies of a travel club's or agent's brochures and contracts before purchasing your ticket. Don't rely on oral

promises. Find out about cancellation policies and never sign contracts that have blank or incomplete spaces.

- o Never give out your credit card number to a club or company with which you're unfamiliar or which requires you to call 900 numbers for information.
- o Don't feel pressured by requests for an immediate decision or a statement that the offer is only good "if you act now." Don't deal with companies that request payment in advance or that don't have escrow accounts where your deposit is held.
- o Research cut-rate offers, especially when dealing with travel consolidators who might not be able to provide your tickets until close to your departure date.
- o You can protect yourself by using a credit card to purchase travel services. If you don't get what you paid for, contact the credit card issuer and you might be able to get the charges reversed. Be aware that you have 60 days to dispute a charge. See page 20 for further information on billings and disputes.

#### Rent-To-Own

Although buying in a rent-to-own transaction sounds like a simple solution when you are short of cash, rent-to-own can be expensive. The rental charge can be three or four times what it would cost if you paid cash or financed the purchase at the highest interest rate typically charged in installment sales. Before signing a rent-to-own contract, ask yourself the following questions:

- o Is the item something I absolutely have to have right now? o Can I delay the purchase until I have saved enough money to pay cash or at least make a down payment on an installment plan? o Does a retail store offer a layaway plan for the item?
- o Have I considered all my credit options, including applying for retail credit from the merchant or borrowing money from a credit union, bank or small loan company?
- o Would a used item purchased from a garage sale, classified ad or secondhand store serve the purpose?

If you decide that rent-to-own is the best choice for you, here are some questions you should ask before you sign on the dotted line.

o What is the total cost of the item? The total cost can be determined by multiplying the amount of each payment by the number

of payments required to purchase the item. Make sure to add in any additional charges, for example, finance, handling or balloon payments at the end of the contract.

- o Am I getting a new or used item?
- o Can I purchase the item before the end of the rental term? If so, how is the price calculated?
- o Will I get credit for all of my payments if I decide to purchase the item?
- o Is there a charge for repairs during the rental period? Will I get a replacement while the rented item is not in my possession?
- o What happens if I am late on a payment? Will the item be repossessed? Will I pay a penalty if I return the item before the end of the contract period?

Comparison shop among various rent-to-own merchants. Contact your local or state consumer protection agency to find out if there are any complaints on record against the business. Check for any specific state laws. Read the contract carefully and make sure you understand all the terms and get all promises in writing.

Remember, know what you are paying. Compare the cash price plus finance charges in an installment plan with the total cost of a rent-to-own transaction.

Long-term rent-to-own contracts cost so much more than installment plans that you could rent an item, make a number of payments, return the item, buy it on an installment plan and still come out ahead.

## Product Safety and Recalls

Knowing how to use products correctly, reading instructions and being alert to hazards will help to ensure a safe environment around you. You also should pay attention to product recalls in the news and consumer magazines. Several Federal government agencies provide recall information on a variety of products, including toys, cars, child safety seats, food, and health and beauty aids.

o Read about major appliances, tools and other items before you buy. There are several consumer magazines at the library which give detailed information on the prices, features and safety of

various products.

- o Learn to use power tools and electrical appliances safely. If you don't know what a ground fault circuit interrupter (GFCI) is, find out. Read the instructions carefully before using the equipment.
- o Don't use things for purposes the manufacturer never intended. Tools aren't kids' toys.
- o Poolside safety demands non-climbable fencing, CPR training, a poolside phone, a GFCI and constant adult supervision to help ensure the protection of children. Some building codes require some of these safety features.
- o Make sure toys are age appropriate. Your 10-year-old's baseball bat can be a lethal weapon in the hands of your three-year-old slugger.
- o Kids should always wear bicycle helmets. Some states now require it. When shopping for helmets, look for the ANSI and/or SNELL sticker to ensure the safest helmet.
- o Small parts can present choking hazards to children who put things in their mouths. Beware of balloons, balls, marbles and older children's toys.
- o Baby items demand special attention. Cribs, baby walkers and baby gates have changed dramatically as the result of new safety requirements. Don't buy used baby items that can't comply with current standards.
- o Garage and tag sales are places where small appliances, power tools, baby furniture and toys with safety defects, lead paints or other hazards get passed along to new owners. Make sure these types of items meet current safety requirements.
- o If you spot a product defect, design flaw, allergic reaction or hidden hazard, contact the U.S. Consumer Product Safety Commission or your state or local consumer protection agency. o Read product labels. Some products can turn into deadly poisons when mixed with other products, stored improperly or used in poorly vented areas.
- o Keep all medicines, cleaning products, wood finishes, toxic art supplies and paints out of the sight and reach of young children. Keep leftover products in their original containers. Have the poison control emergency number near your phone. Get rid of old

and dated products.

- o Look for tamper-resistant packaging on foods and medicine. o Watch out for dinnerware decorated with lead paint or glaze and lead crystal decanters. If there's no way to ensure the items are lead-free, don't buy them.
- o Contact the Auto Safety Hotline at 1 (800) 424-9393 (toll free) to report safety problems, and to obtain recall and safety information on new and used cars, trucks, motorcycles, motor homes, child seats and other motor vehicle equipment.

For consumer education material or to file a complaint, contact: (consumer products, other than cars, food or drugs)
Product Safety Hotline
U.S. Consumer Product Safety Commission
Washington, DC 20207
1 (800) 638-CPSC (toll free)
1 (800) 492-8104 (toll free TDD in MD)
1 (800) 638-8270 (toll free TDD outside of MD)

(vehicles, child safety seats and other motor vehicle equipment)
Auto Safety Hotline
National Highway Traffic Safety Administration
Department of Transportation
Washington, DC 20590
(202) 366-0123
(202) 366-7800 (TDD)
1 (800) 424-9393 (toll free outside DC)
1 (800) 424-9153 (toll free TDD outside DC)

(food, drugs, medical devices, such radiological products as microwave ovens, televisions and sunlamps)
U.S. Food and Drug Administration
Recall and Emergency Coordinator
Refer to the white pages of your local telephone book for your regional FDA office.

Recalls Item 595Z Pueblo, CO 81009

(Write to this address to receive a free publication prepared by the U.S. Office of Consumer Affairs that explains which Federal agencies issue consumer product recalls, the kinds of products each of them covers, how to report product safety problems, and how to find out about warnings or recalls that have been announced.)

State and Local Consumer Protection Office (See page 70.)

## **Nutrition Labeling**

The new food label format will offer more complete, useful and accurate nutrition information than has been available in the past. Shoppers will be able to compare the nutritional value of every packaged food on the grocery shelf.

Nutrition Labeling Panel - Content

The revamped nutrition panel on each food product will be called "Nutrition Facts" and will list the following mandatory dietary components:

o total calories;
o calories from fat;
o total fat;
o saturated fat;
o cholesterol;
o sodium;
o total carbohydrates;
o dietary fiber;
o sugars;
o protein;
o vitamins A and C;
o calcium; and

Voluntary dietary components that can be listed on the label include calories from saturated fat, polyunsaturated fat, monosaturated fat, potassium, soluble fiber, insoluble fiber, sugar alcohol, other carbohydrates, and essential vitamins and minerals.

Nutrition Labeling - Format

o iron.

All nutrients must be stated as a percentage of their "Daily Value" (the daily nutrient intake level recommended by public health

authorities) to show how much of a day's ideal total of a particular nutrient a consumer is getting. For example, if a serving of soup contains half the amount of sodium that is recommended for consumers daily, the food label will show the "Daily Value" of sodium in that soup as 50%. These percentages are based on a daily intake of 2,000 calories.

## **Serving Sizes**

Serving sizes will be standardized and will reflect more closely the amount of food usually eaten at one time. The serving size for similar products from different manufacturers will be comparable.

## **Nutrient Content Descriptors**

Food manufacturers will be required to use standardized definitions when making claims concerning the nutrient contents of foods, for example, "light," "low-fat," "free," "reduced calories" and "high fiber."

#### Health Claims

Product claims about the relationship between a nutrient or food and the risk of a disease will be limited to specific types of claims in seven areas. For example, if a product makes a health claim related to the link between calcium and osteoporosis, the product must contain at least 200 milligrams of calcium and must be a form of calcium that can be absorbed easily by the body. The claims must be stated so that the consumer can understand the relationship between the nutrient and the disease.

## For more information, contact:

Food and Drug Administration Consumer Affairs and Information Department of Health and Human Services 5600 Fishers Lane Room 16-85 (HFE-88) Rockville, MD 20857 (301) 443-3170

Department of Agriculture Human Nutrition Information Service Federal Building Rooms 360 and 364 6505 Belcrest Road Hyattsville, MD 20782 (301) 436-8617 Introducing '%Daily Value' The Key to Healthy Eating

There's a new nutrition tool called "%Daily Value" that allows you to easily determine whether a food contributes a lot or a little of a particular nutrient. A high percentage means the food contains a lot of a nutrient. A low percentage means it contains a little. You don't have to worry about doing calculations.

Let's say you're trying to eat less fat. You come across two different brands of frozen mixed vegetables in sauce. One of the packages lists 5% as the %Daily Value for total fat. The other package gives 15%. Which should you choose? The one with 5% because five is a significantly lower number than 15.

The following is an example of the information found in a Nutrition Facts label:

Nutrition Facts Serving Size 1/2 cup (114g) Servings Per Container 4

Amount per Serving Calories 90 Calories from Fat 30

%Daily Value\*
Total Fat 3g 5%
Saturated Fat 0g 0%
Cholesterol 30mg 10%
Sodium 660mg 28%
Total Carbohydrate 31g 10%
Dietary Fiber 0g 0%
Sugars 5g
Protein 5g

Vitamin A 4% Vitamin C 2% Calcium 15% Iron 4%

TIP: If the %Daily Value for a nutrient is 5% or less, that means the food is low in that nutrient.

<sup>\*</sup> Percent Daily Values are based on a 2,000 calorie diet.

#### Part II

Consumer Assistance Directory

Corporate Consumer contacts

This section will help you resolve a complaint about a service or product. First, be sure to go back to the place where you bought the product or service. Try to resolve the complaint with the seller. If that does not work, the next step is to write or call the company's headquarters.

This section lists the names and addresses of more than 550 corporate headquarters, and in many cases, the name of the person to contact. Many listings also include toll free "800" numbers. Unless otherwise noted, all "800" numbers are toll free and can be used anywhere in the continental United States. Many companies have Telecommunications Devices for the Deaf (TDDs). All TDD and "800" numbers are in bold type.

In some cases, you will see a company name or brand name listed with the instructions to see another company listed elsewhere in this section, for example, "Admiral, see Maycor." This means that questions about Admiral products should be directed to the consumer contact at Maycor because Maycor handles complaints for the Admiral brand.

If you do not find the product name in this section, check the product label or warranty for the name and address of the manufacturer. Public libraries also have information that might be helpful. The Standard & Poor's Register of Corporations, Directors and Executives, Trade Names Directory, Standard Directory of Advertisers, and Dun & Bradstreet Directory are four sources that list information about most firms. If you cannot find the name of the manufacturer, the thomas Register of American Manufacturers lists the manufacturers of thousands of products.

Remember, to save time, first take your complaint back to where you bought the product. If you contact the company's headquarters first, the consumer contact probably will direct you back to the local store where you made the purchase

Ms. Anna Wright Administrator AAMCO Transmissions, Inc. One Presidential Boulevard Bala Cynwyd, PA 19004-9990 (215) 668-2900 1 (800) 523-0401 (toll free)

Consumer Affairs
AETNA Life and Casualty
151 Farmington Avenue
Hartford, CT 06156
(203) 273-0123
1 (800) US-AETNA (toll free outside CT)

AJAY Leisure Products 1501 East Wisconsin Street Delavan, WI 53115 (414) 728-5521 1 (800) 558-3276 (toll free)

Ms. Susan Mach Director of Consumer Affairs AT&T 295 North Maple Avenue Room 2334F2 Basking Ridge, NJ 07920 (908) 221-5311

Customer Service Ace Hardware Corporation 2200 Kensington Court Oak Brook, IL 60521 (708) 990-6600

Admiral see Maycor

Airwick Industries, Inc. see Reckitt & Colman Inc.

Ms. Andrea Cohan, Senior Manager Customer Response Center Alamo Rent A Car P.O. Box 22776 Ft. Lauderdale, FL 33335 (305) 522-0000 1 (800) 327-0400 (toll free)

Manager, Consumer Affairs
Alaska Airlines
P.O. Box 68900
Seattle, WA 98168
(206) 431-7286 (consumer affairs)
(206) 431-7197 (customer relations/baggage, air cargo and freight

claims) (206) 431-3753 (existing refunds and lost ticket applications file information)

Ms. Michelle Evans Manager, Consumer Relations Department Alberto Culver Company 2525 Armitage Avenue Melrose Park, IL 60160 (708) 450-3000

Consumer Affairs Department Allied Van Lines P.O. Box 4403 Chicago, IL 60680 (708) 717-3590

Mr. Michael Foort Customer Relations Manager Allstate Insurance Company Allstate Plaza--F4 Northbrook, IL 60062 (708) 402-6005

Ms. Denise R. Yates Manager, Customer Relations Aloha Airlines P.O. Box 30028 Honolulu, HI 96820 (808) 836-4293

Mr. Tom Onushco Program Coordinator Consumer Services Alpo Pet Foods P.O. Box 25100 Lehigh Valley, PA 18003 1 (800) 366-6033 (toll free)

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(toll free--green card inquiries)
1 (800) 327-2177
(toll free - gold card inquiries)
1 (800) 525-3355
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Customer Relations Department Apple Computer, Inc. 20525 Mariani Avenue Cupertino, CA 95014 1 (800) 776-2333 (toll free--complaints and questions) 1 (800) 538-9696 (toll free--dealer information)

Aramis, Inc. see Estee Lauder, Inc.

Customer Service Arizona Mail Order 3740 East 34th Street Tucson, AZ 85713 (602) 748-8600

Arm & Hammer see Church & Dwight Co., Inc.

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Automobile Magazine see K-III

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Avon Fashions, Inc. see Newport News

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Beech Holdings Corp. see Budget Rent-A-Car Corporation

Beiersdorf, Inc. P.O. Box 5529 Norwalk, CT 06856-5529 (203) 853-8008

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Birds Eye see General Foods Mr. Floyd Coonce Manager, Consumer Assistance and Information Black and Decker Household Products 6 Armstrong Road Shelton, CT 06484 1 (800) 231-9786

Consumer Services Black and Decker Power Tools 626 Hanover Pike Hampstead, MD 21074 (410) 239-5300 1 (800) 762-6672 (toll free)

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Blue Bell, Inc. see Wrangler

Consumer Affairs Blue Cross and Blue Shield Association 1310 G Street, N.W., 12th Floor Washington, DC 20005 (202) 626-4780

Bohannon Communications, Inc. see The Bohannon Group

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Consumer Affairs Bridgestone/Firestone, Inc. 2550 W. Golf Rd., Suite 400 Rolling Meadows, IL 60008 1 (800) 367-3872 (toll free)

Customer Service Brights Creek 5000 City Lane Road Hampton, VA 23661 (804) 827-1850

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Ms. Jane Kramer Director, Public Affairs Bristol-Myers Squibb Pharmaceutical Group P.O. Box 4000 Princeton, NJ 08543-4000 (609) 252-4000 1 (800) 332-2056 (toll free)

Brita, USA see Clorox Company

Customer Relations British Airways 75-20 Astoria Blvd. Jackson Heights, NY 11370 (718) 397-4000

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Customer Relations Budget Rent-A-Car Corporation P.O. Box 111580 Carrollton, TX 75011-1580 1 (800) 621-2844 (toll free)

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Burlington Hosiery see Kayser-Roth Corporation

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Ciba-Geigy Corporation Plant Protection 410 Swing Road Greensboro, NC 27409 (919) 632-6000 1 (800) 334-9481 (toll free)

Ciba-Geigy Corporation Pharmaceuticals Division 556 Morris Avenue Summit, NJ 07901-1398 (908) 277-5000

CIBA Vision Corporation 11460 John Creek Parkway Duluth, GA 30136 1 (800) 227-1524, ext. 4435 (toll free--consumer relations) Customer Service CIE America 2515 McCave Way P.O. Box 19663 Irvine, CA 92713-9663 1(800) 877-1421, ext. 4260 (toll free)

## CIE Terminals see CIE America

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## CVN see QVC Network

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Customer Relations Department Canon U.S.A., Inc. One Canon Plaza Lake Success, NY 11042 (516) 328-4215

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Bryant Heating and Air Conditioning
1 (800) 428-4326 (toll free)
Day & Night Heating and Air Conditioning
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Carte Blanche see Diners Club

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Customer Service Department Casio, Inc. 570 Mount Pleasant Avenue Dover, NJ 07801 (201) 361-5400

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Chuck E. Cheese see Pizza Time, Inc.

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Church's Fried Chicken, Inc. see America's Favorite Chicken Corp.

Cincinnati Microwave One Microwave Plaza Cincinnati, OH 45249-9502 (513) 489-5400 1 (800) 433-3487(toll free)

Circuit City Stores, Inc. 9950 Mayland Drive Richmond, VA 23233 (804) 527-4000 1 (800) 251-2665 (toll free)

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1 (800) 537-2823(toll free--charcoal and food brands)
1 (800) 227-1860 (toll free--household surface cleaners)
1 (800) 426-6228 (toll free--insecticides)
1 (800) 242-7482 (toll free--water purification systems)

Consumer Affairs Department Club Med Sales, Inc. 40 West 57th Street New York, NY 10019 (212) 977-2100

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1 (800) 523-2800 (toll free-homeowner customer service)
1 (800) 523-4000 (toll free-health customer service)
1 (800) 523-9100 (toll free-life customer service)

Columbia House A Division of SONY Music Entertainment, Inc. P.O. Box 4450 New York, NY 10101-4450 1 (800) 457-0500 (toll free--records and tapes) 1 (800) 457-0866 (toll free--videos)

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Customer Relations Department Compaq Computer Corporation P.O. Box 692000 Houston, TX 77269-2000 1 (800) 345-1518 (toll free)

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Coppertone see Schering-Plough HealthCare Products, Inc.

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Consumer Relations Cotter & Company 2740 North Clybourn Avenue Chicago, IL 60614-1088 (312) 975-2700

Service Department Craftmatic Organization, Inc. 2500 Interplex Drive Trevose, PA 19053-6998 (215) 639-1310 1 (800) 677-8200 (toll free)

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1 (800) 657-1979 (toll free - parts administration)

#### d-Con see L&F Products

Ms. Joan Calkins Manager, Customer Service DHL Corporation 1820 Gateway Drive, Suite 300 San Mateo, CA 94404 1 (800) CALL-DHL (toll free)

Dairy Queen see International Dairy Queen

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Dearfoam see R.G. Barry Corporation

Deere & Company John Deere Road Moline, IL 61265-8098 (309) 765-8000

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Ms. Sharon Clark Manager, Consumer Affairs DowBrands P.O. Box 68511 Indianapolis, IN 46268-0511 1 (800) 428-4795 (toll tree)

Mr. Jim Ball, Vice President Corporate Communications Ms. Wynema Hamilton, Coordinator Consumer Affairs Dr Pepper/Seven-Up Companies, Inc. (Welch's & IBC Root Beer) P.O. Box 655086 Dallas, TX 75265-5086 (214) 360-7000

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Ms. Jane Lagusch Vice President Drug Emporium, Inc. 155 Hidden Ravines Drive Powell, OH 43065 (614) 548-7080 - Ext. 104

Dulcolax CIBA Consumer Pharmaceuticals 581 Main Street Woodbridge, NJ 07095 (908) 602-6780

Mr. Robert M. Rosenberg Chairman of the Board Dunkin Donuts of America P.O. Box 317 Randolph, MA 02368 (617) 961-4000

Mr. Steven Wyanacek Manager, Consumer Affairs and OE Service Dunlop Tire Corporation P.O. Box 1109 Buffalo, NY 14240-1109 1 (800) 548-4714 (toll free)

Customer Information Center DuPont Company BMP / Reeves Mill Wilmington, DE 19880-0010 1 (800) 441-7515 (toll free)

Consumer Affairs Department
Duracell USA
Division of Duracell, Inc.
Berkshire Corporate Park
Bethel, CT 06801
(203) 796-4300
1 (800) 551-2355 (toll free--8:30 a.m.-5 p.m. EST)

Durkee-French Foods see Reckitt & Colman Inc.

Mr. John Vaeth Eastman Kodak Company 343 State Street Rochester, NY 14650-0811 1 (800) 242-2424 (toll free)

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Electrolux Corporation 2300 Windy Ridge Parkway

Suite 900 Marietta, GA 30067 (404) 933-1000 1 (800) 243-9078 (toll free)

Customer Relations Emery Worldwide A CF Company 3350 West Bayshore Road Palo Alto, CA 94303-0986 (415) 855-9100 1 (800) 227-1981 (toll free)

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#### 1 (800) 777-8765 (toll free)

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Mr. Dan Evans, Chairman of the Board Bob Evans Farms, Inc. 3776 South High Street P.O. Box 07863 Columbus, OH 43207 (614) 491-2225 1 (800) 272-PORK (toll free outside OH)

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Ms. June Golden Family Circle Magazine 110 Fifth Avenue New York, NY 10011 (212) 463-1063

Consumer Affairs Department Faultless Starch/Bon Ami Company 1025 West Eighth Street Kansas City, MO 64101-1200 (816) 842-1230

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1 (800) 841-3336 (toll free--Fieldcrest Stores)
1 (800) 237-3209 (toll free--Cannon Stores)

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Consumer Affairs Department First Interstate Bank of California 707 Wilshire Boulevard, W35-13 Los Angeles, CA 90017 (213) 614-3103 1 (800) 626-3400 (toll free)

Customer Service First Union National Bank of Florida P.O. Box 2870 Jacksonville, FL 32231-0010 (904) 361-6996 1 (800) 735-1012 (toll free)

Fisher see SFS Corporation

Ms. Carol Steck Manager, Consumer Affairs Fisher Price 636 Girard Avenue East Aurora, NY 14052-1880 1 (800) 432-5437 (toll free)

Ms. April Reynolds Special Consumer Services Manager Florida Power and Light Co. P.O. Box 029100 Miami, FL 33102-9100 (305) 552-4645

### 1 (800) 432-6554 (toll free TDD)

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Florsheim Shoe Company 130 South Canal Street Chicago, IL 60606-3999 (312) 559-2500

Mr. Heeth Varnedoe, President Flowers Industries, Inc. P.O. Box 1338 Thomasville, GA 31799-1338 (912) 226-9110

Mr. Scott R. Yablon Vice President - Administration Forbes Inc. 60 Fifth Avenue New York, NY 10011 (212) 620-2409

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Foster & Gallagher, Inc.
6523 North Galena Road
Peoria, IL 61632
(309) 691-4610 (Monday--Friday, 8:30 a.m.--5 p.m.)
(309) 691-3633 (Monday--Friday, after 5:15 p.m.)

Ms. Rosemary Myers, Vice President Customer Service/Operations The Franklin Mint U.S. Route One Franklin Center, PA 19091 (215) 459-6000

Frank's Nursery and Crafts, Inc. A Subsidiary of General Host Corporation 6501 East Nevada Detroit, MI 48234 (313) 366-8400 Customer Relations Fretter Appliance Company 35901 Schoolcraft Road Livonia, MI 48150 (313) 537-3701 1 (800) 736-3430 (toll free)

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6000 Perimeter Drive
Dublin, OH 43017
1 (800) 374-7714
1 (800) 451-7007 (toll free - Frigidaire Appliances)
1 (800) 485-1445 (toll free - Gibson Appliances)
1 (800) 323-7773 (toll free - Kelvinator Appliance Company) 1 (800)
537-5530 (toll free--O'Keefe & Merit Appliances)
1 (800) 537-5530 (toll tree--Tappan Company, Inc.)
1 (800) 245-0600 (toll free--White Westinghouse)

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Ms. Marianne Salimbene Associate Manager Customer Service Department Fuji Photo Film U.S.A., Inc. 400 Commerce Boulevard Carlstadt, NJ 07072-3009 1 (800) 659-3854, ext. 2571 (toll free)

Customer Resource Center Fuller Brush Company P.O. Box 1247 Great Bend, KS 67530-0729 1 (800) 523-3794 (toll free)

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Ms. Sheila Gibbons Director, Public Affairs Gannett Company, Inc. 1100 Wilson Boulevard Arlington, VA 22234 (703) 284-6048

General Electric Company
For information on GE consumer products and services, call: GE
ANSWER CENTER \_ service
1 (800) 626-2000 (toll free)

Ms. Giselle Simmons
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General Foods Corporation
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White Plains, NY 10625
1 (800) 431-1001 (toll free--General Foods products)

General Host Corporation P.O. Box 10045 Stamford, CT 06904 (203) 357-9900

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P.O. Box 1113
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(612) 540-4295
1 (800) 328-6787 (toll free--bakery products)
1 (800) 328-1144 (toll free--cereals)
1 (800) 222-6846 (toll free--Gorton's)
1 (800) 231-0308 (toll free--snacks)

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Customer Service General Tire Inc. One General Street Akron, OH 44329-0007 1 (800) 847-3349 (toll free)

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445 State Street
Fremont, MI 49413-1056
(616) 928-2000
1(800) 4-GERBER (toll free--24 hours)
1 (800) 421-4221 (toll free, 24-hour breastfeeding advice) 1 (800)
828-9119 (toll free--baby formula)

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#### (301) 341-4327 (TDD)

Gibson Appliances see The Frigidaire Co.

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## Glenbrook Laboratories see Sterling Health

Mr. James Sainsbury Manager, Product Regulation The Glidden Company 925 Euclid Avenue Cleveland, OH 44115 (216) 344-8818

Mr. A.L. Finley, Director Consumer Relations Goodyear Tire & Rubber Co. 1144 East Market Street Akron, OH 44316 (216) 796-4940 (216) 796-6055 (TDD) 1 (800) 321-2136 (toll free)

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Consumer Affairs Greensweep 800 North Lindbergh St. Louis, MO 63167 1 (800) 225-2883 (toll free)

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Guinness Import Company Six Landmark Square Stamford, CT 06901-2704 (203) 323-3311 1 (800) 521-1591 (toll free)

Ms. Marti Johnson Director of Client Relations H&R Block, Inc. 4410 Main Street Kansas City, MO 64111-9986 (816) 753-6900 1 (800) 829-7733 (toll free)

**HVR** Company see Clorox Company

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Halston Borghese, Inc. 767 5th Avenue, 49th Floor New York, NY 10153 (212) 572-3100

Hanes see L'eggs

Hannibal Sports Promotions, Inc. see The Bohannon Group

Mr. Michael Larson Vice President, Customer Service Hanover-Direct Inc. 340 Poplar Street Hanover, PA 17333-9989 (717) 637-6000

Hardwick see Maycor

Consumer Relations Department Hartz Mountain Corporation

700 Frank E. Rodgers Blvd. South Harrison, NJ 07029-9987 (201) 481-4800

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Hathaway Shirts see Warnaco Men's Apparel

Mr. Patrick Beckett, Marketing Manager Heath Company Benton Harbor, MI 49022 (616) 925-6000

Mr. Thomas J. Rattigan Chairman and CEO G. Heileman Brewing Company 9399 West Higgins Rd. Rosemont, IL 60018 (708) 292-2100

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Customer Information Center Hewlett-Packard Company 19310 Prune Ridge Avenue Cupertino, CA 95014 (408) 246-4300

Hilton Hotels Corporation 9336 Civic Center Drive Beverly Hills, CA 90209-5567 (310) 278-4321

Mr. Mike Rudman Vice President, Human Resources Hit or Miss 100 Campanelli Parkway Stoughton, MA 02072 (617) 344-0800

Mr. Jim Drummond, Director Hitachi Home Electronics (America), Inc. 3890 Steve Reynolds Boulevard Norcross, GA 30093 (404) 279-5600 1 (800) 241-6558 (toll free)

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Mr. Bill Sanders Director, Consumer Affairs Home Depot Inc. 2727 Paces Ferry Road Atlanta, GA 30339 (404) 433-8211

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Home Shopping Network P.O. Box 9090 Clearwater, FL 34618-9090 (813) 572-8585 1 (800) 753-5353 (toll free TDD)

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Mr. Larry Calder Manager of Consumer Response Center Hoover Company 101 East Maple North Canton, OH 44720 1 (800) 944-9200 (toll free)

Customer Service Division The Horchow Collection 221 E. Walnut Hill Lane Irving, TX 75039-3627 (214) 401-6300 1 (800) 395-5397 (toll free)

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Hostess Cakes see Continental Baking Co.

Ms. Judy McCray, Consumer Relations Huffy Bicycle Company P.O. Box 1204 Dayton, OH 45401 (513) 866-6251

**Customer Relations** 

Humana Inc. 500 West Main Street P.O. Box 1438 Louisville, KY 40201-1438 (502) 580-1000

Hunt-Wesson, Inc. P.O. Box 4800 Fullerton, CA 92634-4800 (714) 680-1431

Ms. Chris Buzanis Director, Quality Assurance Hyatt Hotels & Resorts 200 West Madison Street, 39th Floor Chicago, IL 60606 (312) 750-1234 1 (800) 228-3336 (toll free)

IBC Root Beer see Dr. Pepper/Seven-Up Companies, Inc.

Ms. Melody Curtis IBM Information Support Center 300 East Valencia Tucson, AZ 85706 1 (800) 426-3333

Consumer Affairs Department Illinois Bell 225 West Randolph Street, Room 30-D Chicago, IL 60606 (312) 727-2293

Mr. Stephen Powell Government Affairs Manager Indiana Bell 251 North Illinois Street, Room 1680 Indianapolis, IN 46204 (317) 265-5965

Mr. David Steadman CEO and Chairman Integra 4441 West Airport Freeway Irving, TX 75062 (214) 258-8500

**Communications Department** 

International Dairy Queen, Inc. P.O. Box 39286 7505 Metro Boulevard Minneapolis, MN 55439-0286 (612) 830-0200

International Service Specialists, Inc. see The Bohannon Group Customer Service JRT 5000 City Line Road Hampton, VA 23661 (804) 827-6000

Mr. James Bennett Customer Relations Manager JVC Company of America 41 Slater Drive Elmwood Park, NJ 07407 (201) 808-2100 1(800) 252-5722 (toll free)

Ms. Carolyn Calkins Manager, Customer Service Jackson & Perkins Nursery Stock 2518 South Pacific Highway Medford, OR 97501 (503) 776-2400 1 (800) 872-7673 (toll free)

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Ms. Rita Topp James River Corporation Towel and Tissue Products P.O. Box 6000 Norwalk, CT 06856-6000 1 (800) 243-5384 (toll free)

Jenn-Air Company see Maycor

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Public Relations John Hancock Financial Services P.O. Box 111 Boston, MA 02117 (617) 572-6272

Johnny Appleseed's, Inc. 30 Tozer Road Beverly, MA 01915-0720 1 (800) 225-5051 (toll free)

Johnson & Johnson Consumer Products, Inc. Information Center 199 Grandview Road Skillman, NJ 08558 1 (800) 526-3967 (toll free)

Complaint Department Johnson Publishing Company, Inc. 820 South Michigan Avenue Chicago, IL 60605 (written complaints only)

Mr. Tom Conrardy Director, Consumer Resource Center S.C. Johnson and Sons 1525 Howe Street Racine, WI 53403 1 (800) 558-5252 (toll free)

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Kelvinator Appliance Company see The Frigidaire Company

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Ms. Cindy Van Grinsven Director, Consumer Services Kimberly-Clark Corporation P.O. Box 2020 Neenah, WI 54957-2020 (414) 721-8000 1 (800) 544-1847 (toll free)

Kinetico, Inc. 10845 Kinsman Road Newbury, OH 44065 (216) 564-9111

# Kingsford Products Company see Clorox Company

Consumer Assistance Center KitchenAid 701 Main Street St. Joseph, MO 49085-1392 (616) 923-4500 1 (800) 422-1230 (toll free)

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Assistant to the Senior Vice President
Public Relations and Communications
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1 (800) 327-8731 (toll free)

Kodiak Smokeless Tobacco see Conwood Co., L.P.

Mr. Paul Scholten, Manager Service and Technical Publications Kohler Company Kohler, WI 53044 (414) 457-4441

Mr. Alan Wilson, Manager Sales Administration Kohler Generator Division Kohler, WI 53044 (414) 457-4441

Mr. Mark Grunow, Manager Consumer Affairs Plumbing and Specialty Products Kohler Company Kohler, WI 53044 (414) 457-4441

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Kraft Court
Glenview, IL 60025
1 (800) 323-0768 (toll free)

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LaCoupe see Playtex Family Products Group

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Customer Service Land's End One Land's End Lane Dodgeville, WI 53595 1 (800) 356-4444 (toll free)

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Mr. John Gray Vice President, Retail Service Lechmere 275 Wildwood Street Woburn, MA 01801 (617) 476-1404 1 (800) 733-4666 (toll free)

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L'eggs Products Sara Lee Hosiery Sara Lee Corporation 5660 University Parkway Winston-Salem, NC 27105 (919) 519-2529

Customer Service Leichtung, Inc. 4944 Commerce Parkway Cleveland, OH 44128 (216) 831-6191 1 (800) 654-7817 (toll free)

Lennox Industries P.O Box 799900 Dallas, TX 75379-9900 (214) 497-5000

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Customer Service
Life Fitness
10601 West Belmont
Franklin Park, IL 60131
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Customer Service Lillian Vernon Corporation 2600 International Parkway Virginia Beach, VA 23452 (804) 430-1500

Consumer Communications
Eli Lilly & Company
Lilly Corporate Center
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Mr. John Piscopink Manager Customer Service Center Little Caeser Enterprises 2211 Woodward Avenue Detroit, MI 48201 1 (800) 7-CAESAR

Lone Star Brewing Company see G. Heileman Brewing Company

Long John Silver's 101 Jerrico Drive P.O. Box 11988 Lexington, KY 40579 (606) 263-6000

L'Oreal see Cosmair, Inc.

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Communications Department Los Angeles Times Times Mirror Square Los Angeles, CA 90053 (213) 237-5000

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**Customer Services** 

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Consumer Affairs Department M&M/Mars, Inc. High Street Hacketstown, NJ 07840 (201) 852-1000

MTV Networks see Viacom International Inc.

Vice President Customer Service R.H. Macy & Company, Inc. 151 West 34th Street New York, NY 10001 (212) 695-4400

Magic Chef see Maycor

Magnavox see Phillips Consumer Electronics

I. Magnin 135 Stockton Street San Francisco, CA 94180 (415) 362-2100

Consumer Services Manager Mannington Resillient Floors, Inc. P.O. Box 30 Salem, NJ 08079 (609) 935-3000 1 (800) 356-6787 (toll free) Professional Services Office Manor Care Corporation 10770 Columbia Pike Silver Spring, MD 20901 (301) 681-9400 1 (800) 833-7696 (toll free outside MD)

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Manville Corporation/Schuller International, Inc. P.O. Box 5108
Denver, CO 80217-5108
(303) 978-2000
1 (800) 654-3103 (toll free--product information)

Corporate Customer Relations Marine Midland Bank, N.A. One Marine Midland Center Buffalo, NY 14203 (716) 841-2424

Customer Information Center Marion Merrell Dow Inc. P.O. Box 8480 Kansas City, MO 64114-0480 (800) 552-3656

Consumer Affairs Marriott Corporation One Marriott Drive Attn: Department 921.60 Washington, DC 20058 (301) 380-7600

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Director of Customer Relations
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Springfield, MA 01111
(413) 788-8411
1 (800) 828-4902 (toll free)

MasterCard International (contact issuing bank)

1 (800) 826-2181 (toll free-lost or stolen cards or questions about the MasterCard system)

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Ms. Tammy Longworth Director, Consumer Affairs Mattel Toys, Inc. 333 Continental Boulevard El Segundo, CA 90245-5012 (213) 524-2000 1 (800) 524-TOYS

Max Factor see Procter & Gamble Company

Consumer Affairs Maxicare Health Plans, Inc. 1149 South Broadway Los Angeles, CA 90015 (213) 742-0900

Maxwell House see General Foods

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# New Woman Magazine see K-III

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New York Magazine see K-III

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Ponderosa see Metromedia Steakhouses Company, L.P.

Popeye's see America's Favorite Chicken

Premiere Magazine see K-III

Prescriptives, Inc. see Estee Lauder

Princess Marcella see Halston Borghese, Inc.

Princeton Pharmaceutical Products see Bristol-Myers Squibb Pharmaceutical Group

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Seventeen Magazine see K-III

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Squibb see Bristol-Myers Squibb Pharmaceutical Group

Mr. Jack Gauthier, Marketing Manager Stanley Hardware Division Stanley Works 480 Myrtle Street New Britain, CT 06050 (203) 225-5111 1 (800) 622-4393 (toll free)

Mr. Jim Stahly Public Relations Director State Farm Mutual Automobile Insurance Company One State Farm Plaza Bloomington, IL 61710 (309) 766-2714

Consumer Affairs
Sterling Health
Division of Sterling Winthrop Inc.
90 Park Avenue
New York, NY 10016-1389
1 (800) 331-4536 (toll free-Sterling Health, Glenbrook, Winthrop Consumer Products
a

# J.P. Stevens see WestPoint Pepperell

Consumer Relations Stokley USA, Inc. 1055 Corporate Center Drive P.O. Box 248 Oconomowoc, WI 53066-0248 (414) 569-1800 1 (800) 872-1110 (toll free)

Ms. Christine Filardo
Director, Consumer Affairs
Stop & Shop Supermarket Company Inc.
P.O. Box 1942
Boston, MA 02103
(617) 770-8895

Ms. Frances D. Karpowicz, Manager Consumer Information Center Stouffer Foods Corporation 5750 Harper Road Solon, OH 44139-1880 (216) 248-3600

Mr. Matthew Cook Director, Customer Relations Strawbridge & Clothier 801 Market Street Philadelphia, PA 19107 (215) 629-6722

Ms. Kathy Hatfield Customer Service Specialist The Stroh Brewery Company 100 River Place Detroit, MI 48207-4291 (313) 446-2000

Consumer Affairs Sunbeam/Oster Household Products P.O. Box 247 Laurel, MS 39441-0247 (written inquiries only)

Ms. Donna Samelson Manager Consumer Relations Sun-Diamond Growers of California P.O. Box 1727 Stockton, CA 95201 (209) 467-6000

Subscriber Service Sunset Magazine P.O. Box 56656 Boulder, CO 80322

### 1 (800) 777-0117 (toll free)

Ms. Noreen MacConchie Manager, Customer Relations Supermarket General Corporation 301 Blair Road Woodbridge, NJ 07095 (908) 499-3500

Mr. Doug Williams, Customer Service Swatch Watch USA 1817 William Penn Way Lancaster, PA 17604 (717) 394-5288

The Swiss Colony Customer Service 1112 Seventh Avenue Monroe, WI 53566 (60~) 324-4000

Sylvania Television see Philips Consumer Electronics

Ms. Nancy Sperling, Supervisor Consumer Affairs 3M 3M Center, Building 225-5N-04 St. Paul, MN 55144-1000 (612) 733-1871

TJX Companies (T.J. Maxx) 770 Cochituate Road Framingham, MA 01701 (508) 390-1000 1 (800) 926-6299 (toll free)

National Consumer Assistance Center TRW Information Services P.O. Box 949 Allen, TX 75002-0949 (214) 235-1200

TV Guide see News America Publishing, Inc.

Customer Service Talbots 175 Beal Street Hingham, MA 02043 1 (800) 992-9010 (toll free)

## 1 (800) 624-9179 (toll free TDD)

Ms. Cindy Nothe Manager, Consumer Services TAMBRANDS, Inc. P.O. Box 271 Palmer, MA 01069 (413) 289-3450 1 (800) 523-0014 (toll free)

Ms. Lucille Frey, Director Customer Relations Tandy Corporation/Radio Shack 1400 One Tandy Center Fort Worth, TX 76102 (817) 390-3218

Tappan Appliance Company, Inc. see The Frigidaire Co.

Consumer Relations and Quality Assurance Target Stores 33 South 6th Street P.O. Box 1392 Minneapolis, MN 55440-1392 (612) 370-6056

Technics see Matsushita Services Company

Mr. Richard C. Keller Director, Consumer Affairs Teledyne Water Pik 1730 East Prospect Road Fort Collins, CO 80553-0001 (303) 484-1352 1 (800) 525-2774 (toll free)

Ms. Cathy Laffin, Director Customer Service Teleflora 12233 West Olympic, Suite 140 Los Angeles, CA 90064-0780 (310) 826-5253 1 (800) 421-2815 (toll free)

Public Affairs Tenneco, Inc. P.O. Box 2511 Houston, TX 77001-2511 (713) 757-2131 Consumer Affairs Department Tetley Inc. 100 Commerce Drive P.O. Box 856 Shelton, CT 06484-0856 (203) 929-9342 1 (800) 732-3027

Mr. W.D. Kistler Manager, Customer Relations Texaco Refining and Marketing P.O. Box 2000 Bellaire, TX 77401-2000 (713) 432-2235

Mr. Tom Shields, Consumer Products Texas Instruments Incorporated P.O. Box 53 Lubbock, TX 79408-0053 (806) 741-3303 1 (800) 842-2737 (toll free)

Customer Service Representative Thom McAn Shoe Co. 67 Millbrook Street Worcester, MA 01606-2804 (508) 791-3811

Thompson & Formby, Inc. 825 Crossover Lane, Suite 240 Memphis, TN 38117 1 (800) FORMBYS (toll free)

Consumer Services Department Thompson Medical Company, Inc. 222 Lakeview Avenue West Palm Beach, FL 33401-6112 (407) 820-9900 1 (800) 352-8466 (toll free)

Ms. Janice Meikle, Vice President Professional & Public Affairs Thrift Drug, Inc. 615 Alpha Drive Pittsburgh, PA 15238 (412) 963-6600 1 (800) 284-8212 (toll free) Customer Service Time Inc. 1 North Dale Mabry Tampa, FL 33609 (813) 878-6100 1 (800) 541-1000 (toll free)

Time Warner Inc. 75 Rockefeller Plaza New York, NY 10019 (212) 484-8000

Ms. Letha Watkins Consumer Correspondent Timex Corporation P.O. Box 2740 Little Rock, AR 72203-2740 (501) 372-1111 1 (800) 367-9282 (toll free)

Ms. Barb Pendergast, Mr. Paul Hayles, Mr. Mike Benning, Mr. Dave Barsantee
Golf Division
National Consumer Relations
Titleist
333 Bridge Street
Fairhaven, MA 02719
1 (800) 225-8500 (toll free)

Ms. Bonnie Fisher Supervisor, Consumer Affairs Tonka Products P.O. Box 200 Pawtucket, RI 02861-0200 1 (800) 248-6652 (toll free)

Ms. Mary Elliott, Director Communications and Public Affairs The Toro Company 8111 Lyndale Avenue South Minneapolis, MN 55420 (612) 887-8900

Mr. John Newman
Vice President of Service
Mr. Dave Byrnes
Administrative Manager of Service
Toshiba America Consumer Products, Inc.
Consumer Products Business Sector

1420 Toshiba Drive Lebanon, TN 37087 (615) 449-2360

Ms. Helen Baur Consumer Affairs Manager Totes, Incorporated 10078 East Kemper Road Loveland, OH 45140 (513) 583-2300 1 (800) 282-2025

Director, Consumer Complaints Tourneau, Inc. 488 Madison Avenue New York, NY 10022 (212) 758-3265 1 (800) 223-1288 (toll free outside NY)

Corporate Spokesperson Toys "R" Us 461 From Road Paramus, NJ 07652 (201) 599-7897

Mr. Bob Thomas, Manager Control Center Trak Auto 3300 75th Avenue Landover, MD 20785 (301) 731-1200

Trane/CAC, Inc. (903) 581-3200 (Residential) (608) 787-2000 (Commercial)

Trans Union Corporation Regional Consumer Relations Centers Fullerton, CA 1561 East Orangethorpe Fullerton, CA 92631

Wichita, KS 208 South Market Street Wichita, KS 67202

Springfield, PA 760 West Sproul Road

# Springfield, PA 19064

National Disclosure Center 25249 Country Club Boulevard North Olmstead, OH 44070

Ms. Joyce M. Coleman Staff Vice President-Customer Relations Trans World Airlines, Inc. 110 South Bedford Road Mt. Kisco, NY 10549 (914) 242-3000 1 (800) 421-8480 (toll free TDD--reservations)

Office Of Consumer Information The Travelers Companies One Tower Square Hartford, CT 06183-9079 1 (800) 243-0191 (toll free)

TruGreen Limited Partnership 855 Ridge Lake Boulevard Memphis, TN 38120 (901) 681-1800

True Value Hardware Stores see Cotter & Company

Customer Services Department Tupperware P.O. Box 2353 Orlando, FL 32802 (407) 847-3111 1 (800) 858-7221 (toll free)

Ms. Terri Tingle Vice President of Public Affairs Turner Entertainment Networks One CNN Center P.O. Box 105366 Atlanta, GA 30348-5366 (404) 827-1632

Ms. Patricia Arvhdson Consumer Correspondence Representative Turtle Wax, Inc. 5655 West 73rd Street Chicago, IL 60638-6211 (708) 563-3600 1 (800) 323-9883 (toll free) Ms. Judy Rowley Director, Customer Service Tyco Toys P.O. Box 490 Portland, OR 97207 (503) 644-1181 1 (800) 367-8926

Ms. Willie D. Barber Manager, Consumer Relations Tyson Foods P.O. Box 2020 Springdale, AR 72765-2020 (501) 290-4714 1 (800) 233-6332 (toll free)

Ms. Elaine De Shong, Vice President Marketing Customer Service U-Haul International 2727 North Central Avenue Phoenix, AZ 85004-1120 1 (800) 528-0463

Mr. Alan Kaiser, Director Corporate Communications UST 100 West Putnam Avenue Greenwich, CT 06830 (203) 661-1100

Union Fidelity Life Insurance Company see Aon Corporation

Mr. Stephen A. Colton Manager, Consumer Affairs Uniroyal Goodrich Tire Company 600 South Main Street Akron, OH 44397-0001 (216) 374-3796 1 (800) 521~9796 (toll free)

UNISYS Corporation P.O. Box 500 Blue Bell, PA 19424-0001 (215) 986-4011

Mr. Paul Tinebra Director of Customer Relations United Airlines P.O. Box 66100 Chicago, IL 60666 (312) 952-6168 1 (800) 323-0170 (toll free TDD--reservations)

Mr. Dick Porter National Consumer Relations Manager United Parcel Service of America, Incorporated 400 Perimeter Center Terraces North Atlanta, GA 30346 (404) 913-6000

United States Fidelity & Guarantee Company 100 Light Street Baltimore, MD 21203-1138 (301) 547-3000

Bette Malone \_ Relocation Service United Van Lines, Inc. One United Drive Fenton, MO 63026 1 (800) 325-3870 (toll free)

Mr. Greg Vasquez Supervisor, Customer Service Unocal Corporation 17700 Castleton Street, Suite 500 City of Industry, CA 91748 (818) 854-7063 1 (800) 527-5476 (toll free)

The Upjohn Company Consumer Products Division (Over-the-Counter) Patient Information (Prescriptions) 7000 Portage Road Kalamazoo, MI 49001 1 (800) 253-8600 (toll free)

Mrs. Deborah Thompson Director, Consumer Affairs USAir P.O. Box 1501 Winston-Salem, NC 27102-1501 (919) 661-0061 (703) 892-7020

Consumer Services Representative U.S. Shoe Corporation

One Eastwood Drive Cincinnati, OH 45227-1197 (513) 527-7000 1 (800) 284-9955 (toll free - Easy Spirit) 1 (800) 284-9949 (toll free - Selby, Cobbie and Joyce)

Mr. Jim Butler, Supervisor Executive Consumer Services U.S. Sprint 8001 Stemmons Freeway Dallas, TX 75247 (214) 688-5707 1 (800) 347-8988 (toll free)

U S WEST, Inc.
Orchard Falls Building
7800 E. Orchard Rd.
Englewood, CO 80111-2533
(303) 793-6500
1 (800) USW-HELP (toll free)
1 (800) 955-5833 (toll free TDD)

Consumer Relations Department Valvoline Oil Company 3499 Dabney Drive P.O. Box 14000 Lexington, KY 40512 (606) 264-7777

Van Heusen Company 1001 Frontier Road Bridgewater, NJ 08807 (908) 685-0050 1 (800) 777-1726

Ms. Carole Stewart, Advertising Director Vanity Fair 640 Fifth Avenue New York, NY 10019 (212) 582-6767 1 (800) 832-8662 (toll free)

Mr. George J. Kahl Vice President Marketing Van Munching and Co., Inc. 1270 Avenue of the Americas, 10th Floor New York, NY 10020 (212) 332-8500 Ms. Hilary E. Condit Vice President, Corporate Relations Viacom International Inc. 1515 Broadway, 28th Floor New York, NY 10036 (212) 258-6346

Mr. Peter Doane Vice President/Treasurer Vicorp Restaurants Inc. 400 West 48th Avenue Denver, CO 80216 (303) 296-2121

Customer Relations Visa USA, Inc. P.O. Box 8999 San Francisco, CA 94128-8999 (415) 570-2900 Cardholder should always call issuing bank first.

Consumer Affairs Vons Companies Inc. P.O. Box 3338 Los Angeles, CA 90051 (818) 821-7000

Customer Service Representative Wagner Spray Tech Corporation 1770 Fernbrook Lane Plymouth, MN 55447 (612) 553-7000 1 (800) 328-8251 (toll free)

Susan Powers
Manager Customer Relations
Walgreen Co.
200 Wilmot Road
Mail Stop 440
Deerfield, IL 60015
(708) 940-2927
1 (800) 289-2273 (toll free)

Customer Relations Wal-Mart Stores, Inc. 702 S.W. Eighth Street Bentonville, AR 72716-0117 (501) 273-4000 Ms. Rebecca Pierce Consumer Affairs Manager Wamsutta Pacific 1285 Avenue of the Americas 34th Floor New York, NY 10019 (212) 903-2000 1 (800) 344-2142 (toll free)

Wang Express
Wang Laboratories Inc.
1 Industrial Ave.
Lowell, MA 01851
(508) 656-8000

Mr. Daniel Pruolx Manufacturing Vice President Warnaco Men's Apparel 10 Water Street Waterville, ME 04901 (207) 873-4241

Mr. Mitch Rosalsky, Director
Consumer Affairs Division
Warner-Lambert Company
201 Tabor Road
Morris Plains, NJ 07950
(201) 540-2459
1 (800) 223-0182 (toll free)
1 (800) 524-2624 (toll free-Parke Davis
Products/over-the-counter) 1 (800) 742-8377 (toll free--Schick Razor)
1 (800) 562-0266 (toll free--EPT)
1 (800) 223-0182 (toll free--Warner-Lambert products)
1 (800) 524-2854 (toll free--Trident)
1 (800) 343-7805 (toll free TDD)

Customer Service Weider Health and Fitness 21100 Erwin St. Woodland Hills, CA 91367 (818) 884-6800

Welch's see Dr Pepper/Seven-Up companies, Inc.

Ms. Karen Wegmann Executive Vice President Corporate Community Development Group Wells Fargo & Company 420 Montgomery Street MAC 0101-121 San Francisco, CA 94163 (415) 396-3832 (916) 322-1700 (TDD)

Ms. Susan Kosling Consumer Relations Manager Wendy's International, Inc. P.O Box 256 Dublin, OH 43017-0256 (614) 764-6800

Ms. Joanne Turchany Manager of Consumer Information West Bend Company 400 Washington Street West Bend, WI 53095 (414) 334-2311

Ms. Karen Walters Senior Operations Manager

Western Union Financial Services, Inc. 13022 Hollenberg Drive Bridgeton, MO 63044 (314) 291-8000

Ms. Jackie McWhorter Consumer Affairs Coordinator WestPoint Pepperell P.O. Box 609 West Point, GA 31833-0609 1 (800) 533-8229 (toll free)

Mr. Don Skinner, Director Customer Relations Department Whirlpool Corporation 2303 Pipestone Rd. Benton Harbor, MI 49022-2427 (616) 926-5000 1 (800) 253-1301 (toll free)

White Westinghouse Appliances see The Frigidaire Co.

Customer Service Williams-Sonoma 100 North Point Street San Francisco, CA 94133 (415) 421-7900

Mr. C.H. McKellar Executive Vice President Winn Dixie Stores Inc. Box B Jacksonville, FL 32203 (904) 783-5000

Mr. Steven R. Evenson Service Operations Manager Winnebago Industries P.O. Box 152 Forest City, IA 50436-0152 (515) 582-6939

Winthrop Consumer Products see Sterling Health

Corporate Communications Wisconsin Bell 722 North Broadway, 13th Floor Milwaukee, WI 53202-4396 (414) 678-0681 1 (800) 237-8576 (toll free) 1 (800) 242-9393 (toll free TDD in WI)

Wonder Bread see Continental Baking Company

Customer Service F.W. Woolworth Company 233 Broadway New York, NY 10279-0001 (212) 553-2000

Customer Service World Book Educational Products 101 Northwest Point Boulevard Elk Grove Village, IL 60007-1192 1 (800) 621-8202 (toll free)

Ms. Wanda Fitch Consumer Relations Wrangler P.O. Box 21488 Greensboro, NC 27420 (919) 373-3564, 5664

Ms. Barbara Zibell

Consumer Affairs Administrator Wm. Wrigley Jr. Company 410 North Michigan Avenue Chicago, IL 60611 (312) 644-2121

Customer Relations Xerox Corporation 100 Clinton Avenue South Rochester, NY 14644 (716) 423-5480

Ms. Lindsey Foster, Manager Customer Relations Yamaha Motor Corporation 6555 Katella Avenue Cypress, CA 90630-5101 (714) 761-7439

Mrs. Lori L. Wren Manager, Consumer Relations The Yardley Limited Company P.O. Box 372 Memphis, TN 38101-0372 (901) 320-2166

Ms. Laura Moore, Manager Corporate Communications Zale Corporation 901 West Walnut Hill Lane Irving, TX 75038-1003 (214) 580-5104

Mr. Larry Liddle Director of Customer Assistance Zenith Data Systems 2150 East Lake Cook Road Buffalo Grove, IL 60089 (708) 808-4356

Vice President, Consumer Affairs Zenith Electronics Corporation 1000 Milwaukee Avenue Glenview, IL 60025-2493 (708) 391-8100 (voice only) 1 (800) 488-8129 (toll free TDD only)

**National Consumer Organizations** 

These organizations define their missions as consumer assistance, protection and/or advocacy. The descriptions below are based on information they provided. The services they provide vary. Those that assist individuals with marketplace problems are specified clearly. Otherwise, these organizations do not assist consumers with individual complaints, although many are interested in hearing from consumers about problems, issues, trends, etc., in connection with their advocacy and consumer education activities. Most, though not all, develop and distribute consumer education and information materials; several are professional associations primarily or exclusively concerned with improving consumer protection or customer service; and many are engaged in advocacy of consumer interests before government. the courts and the news media. Where information or education materials are offered, there might be a charge; contact the organization to find out.

Alliance Against Fraud in Telemarketing (AAFT) c/o National Consumers League 815 15th Street, N.W., Suite 928-N Washington, DC 20005 (202) 639-8140 (202) 347-0646 (fax)

The alliance, coordinated by the National Consumers League, is an international coalition of public interest groups, trade associations, labor unions, businesses, law enforcement agencies, consumer reporters and consumer protection agencies. AAFT members promote cooperative educational efforts to alert potential victims to the threat of telemarketing fraud and steps consumers can take to protect themselves.

American Association of Retired Persons (AARP) Consumer Affairs Section 601 E Street, N.W. Washington, DC 20049 (202) 434-6030 (202) 434-6466 (fax)

AARP's Consumer Affairs Section advocates on behalf of mid-life and older consumers, develops and distributes consumer information, and educates the private sector about the specific needs of older consumers. Programs and materials on housing, insurance, funeral practices, eligibility for public benefits, financial security and consumer protection issues are developed, with special focus on the needs and problems of older consumers.

American Council on Consumer Interests (ACCI) 240 Stanley Hall
University of Missouri - Columbia
Columbia, MO 65211
(314) 882-3817
(314) 884-4807 (fax)

Contact: Anita B. Metzen, Executive Director

Serving the professional needs of consumer educators, researchers and policymakers, ACCI publications and educational programs foster the production, synthesis and dissemination of information in the consumer interest.

American Council on Science and Health (ACSH) 1995 Broadway, 2nd Floor New York, NY 10023-5860 (212) 362-7044 (212) 362-4919 (fax)

A non-profit public education group, ACSH's goal is to provide upto-date, sound information on the relationship between health and chemicals, foods, lifestyles and the environment. Booklets and special reports on a variety of topics are available, as is a quarterly magazine.

Bankcard Holders of America (BHA) Suite 120 560 Herndon Parkway Herndon, VA 22070 (703) 481-1110 (703) 481-6037 (fax)

A non-profit organization, BHA assists consumers in saving money on credit, getting out of debt and resolving credit problems. It offers lists of low-rate and secured credit cards, more than 20 guidebooks and educational brochures on credit topics, and a newsletter.

Call for Action 3400 Idaho Avenue, N.W. Suite 101 Washington, DC 20016 (202) 537-0585 (202) 244-4881 (fax) Call for Action does assist consumers with marketplace problems. An international non-profit hotline, Call for Action is affiliated with radio and television stations and helps consumers and small businesses through mediation of marketplace disputes. A list of the affiliated radio and television stations is available by contacting the hotline.

Center for Auto Safety (CAS) 2001 S Street, N.W., Suite 410 Washington, DC 20009 (202) 328-7700

CAS does assist consumers with auto-related problems. CAS advocates on behalf of consumers in auto safety and quality, fuel efficiency, emissions and related issues. For advice on specific problems, CAS requests that consumers write, including a brief statement of the problem or question; year, make and model of the vehicle; and a stamped self-addressed envelope.

Center for Science in the Public Interest (CSPI) 1875 Connecticut Avenue, N.W., Suite 300 Washington, DC 20009 (202) 332-9110 (202) 265-4954 (fax)

A non-profit, membership organization, CSPI conducts research, education and advocacy on nutrition, health, food safety and related issues and publishes the monthly Nutrition Action Healthletter, as well as other consumer information materials. Citizen Action 1120 19th Street, N.W. Suite 630 Washington, DC 20036 (202) 775-1580 (202) 296-4054 (fax)

Citizen Action works on behalf of its 3 million members and 32 state organizations on health care reform, environment and energy issues.

COCO (Congress of Consumer Organizations) P.O. Box 158 Newton Center, MA 02150 (617) 552-8184

COCO publishes a monthly newsletter, the COCO INTERCOM, on a broad range of consumer issues.

Community Nutrition Institute (CNI) 2001 S Street, N.W., Suite 530 Washington, DC 20009 (202) 462-4700 (202) 462-5241 (fax)

An advocate for programs and services to enable consumers to enjoy a diet that is adequate, safe and healthy, CNI also works to increase citizen participation in the state and Federal policy and administrative processes to achieve these goals. CNI publishes Nutrition Week, a newsletter covering nutrition and food safety issues.

Congress Watch 215 Pennsylvania Avenue, S.E. Washington, DC 20003 (202) 546-4996 (202) 547-7392 (fax)

An arm of Public Citizen, Congress Watch works for consumer-related legislation, regulation and policies in such areas as trade and banking, health and safety, and campaign financing, and has publications available on the issues with which it deals.

Consumer Action (CA)
116 New Montgomery, Suite 233
San Francisco, CA 94105
(415) 777-9635 (consumer complaint hotline, 10 a.m. -3 p.m., PST)
(415) 777-5267 (fax)

Consumer Action does assist consumers with marketplace problems. An education and advocacy organization specializing in banking and telecommunications issues, Consumer Action offers a consumer complaint hotline, free information on its surveys of banks and long-distance telephone companies, and consumer education materials in as many as eight languages.

Consumer Alert 2700 South Quincy Street Suite 210 Arlington, VA 22206 (703) 845-8802 (703) 845-8920 (fax) Consumer Alert is a non-profit, membership organization whose mission is to inform the public about the consumer benefits of competitive enterprise, advancing competition as the best regulator of business. A bimonthly newsletter and other materials are available

Consumer Federation of America (CFA) 1424 16th Street, N.W., Suite 604 Washington, DC 20036 (202) 387-6121 (202) 265-7989 (fax)

Made up of more than 240 organizations representing a membership exceeding 50 million consumers, CFA is a consumer advocacy and education organization. Issues on which it currently represents consumer interests before Congress and Federal regulatory agencies include telephone service, insurance and financial services, product safety, indoor air pollution, health care, product liability and utility rates. It develops and distributes studies of various consumer issues, as well as consumer guides in book and pamphlet form. In addition, CFA publishes several newsletters.

Consumers for World Trade (CWT) 2000 L Street, N.W., Suite 200 Washington, DC 20036 (202) 785-4835 (202) 416-1734 (fax)

A non-profit organization, CWT supports trade expansion and liberalization to promote economic growth and increase consumer choice and price competition in the marketplace. Various publications are available.

Consumers Union of U.S., Inc. (CU) 101 Truman Avenue Yonkers, NY 10703-1057 (914) 378-2000 (914) 378-2900 (fax)

A non-profit, independent organization, CU researches and tests consumer goods and services and disseminates the results in its monthly magazine, Consumer Reports, as well as other publications and media.

Council of Better Business Bureaus, Inc. (CBBB) 4200 Wilson Boulevard Arlington, VA 22203 (703) 276-0100

Sponsored by national companies, the Council of Better Business Bureaus provides coordination and leadership to the 166 Better Business Bureaus (BBBs) in the U.S. (see page XX for the listing), offers a national advertising review program, dispute resolution services, an advisory service that reports on national charities, consumer information services, and voluntary industry guidelines for advertising and selling products and services.

Families USA 1334 G Street, N.W., Suite 300 Washington, DC 20005 (202) 737-6340 (202) 347-2417 (fax)

A national, non-profit membership organization committed to comprehensive reform of health and long-term care, Families USA works to educate and mobilize consumers on health care issues. In addition to its two grassroots advocacy networks, a.s.a.p., a network of health and long-term care reform activists, and HealthLink USA, a nationwide health reform computer network for advocacy groups, Families USA develops and distributes reports and other materials on health and long-term care issues.

Health Research Group (HRG) 2000 P Street, NW Washington, DC 20036 (202) 833-3000

A division of Public Citizen, HRG works for protection against unsafe foods, drugs, medical devices and workplaces, and advocates for greater consumer control over personal health decisions. A monthly Health Letter and other publications are available.

National Association of Consumer Agency Administrators (NACAA) 1010 Vermont Avenue, N.W. Suite 514 Washington, DC 20005 (202) 347-7395 (202) 347-2563 (fax)

An association of the administrators of local, state and Federal government consumer protection agencies, NACAA provides training

programs, public policy studies and conferences, professional publications and other member services.

National Association of Attorneys General (NAAG) Consumer Protection Committee 444 North Capitol Street, N.W. Washington, DC 20001 (202) 434-8000 (202) 434-8008 (fax)

Contact: Emmitt Carlton, Consumer Protection and Charities Counsel, (202) 434-8016

An association of state attorneys general and their staffs, NAAG's Consumer Protection Committee provides coordination and information exchange among the states and Federal regulatory agencies on consumer protection issues. The committee's current priority subjects include auto sales and repair; banking, housing and credit; charitable trusts and solicitations; consumer education; the elderly and consumer law; telecommunications; and telemarketing fraud.

National Association of State Utility Consumer Advocates (NASUCA) 1133 15th Street, N.W., Suite 575 Washington, DC 20005 (202) 727-3908 (202) 727-3911 (fax)

A national organization of 43 utility ratepayer advocate offices in 38 states and the District of Columbia, NASUCA members represent millions of consumers served by investor-owned gas, telephone, electric and water companies before state regulatory commissions, the courts, the Federal Energy Regulatory Commission and the Federal Communications Commission.

National Coalition for Consumer Education (NCCE) 434 Main Street, Suite 20l Chatham, NJ 07928 (201) 635-1916 (201) 635-9526 (fax)

The coalition brings together people and resources from government, business, education, consumer organizations and the media to educate consumers about such important issues as financial management, health and safety, and the environment. The coalition develops and provides educational materials and resources

to consumer educators, but does not handle requests from individuals.

National Consumers League (NCL) 815 15th Street, N.W., Suite 928-N Washington, DC 20005 (202) 639-8140 (202) 737-2164 (fax)

Founded in 1899, NCL is America's pioneer consumer advocacy organization. The league is a non-profit, membership organization working for consumer health and safety protection and fairness in the marketplace and workplace. Current principal issue areas include consumer fraud, food and drug safety, fair labor standards, child labor, health care, the environment and telecommunications. The league develops and distributes consumer education materials and a newsletter.

National Foundation For Consumer Credit, Inc. (NFCC) 8611 2nd Avenue, Suite 100 Silver Spring, MD 20910 (301) 589-5600 1 (800) 388-2227 (toll free) (301) 495-5623 (fax)

The foundation does advise consumers on credit problems. A non-profit membership organization, the foundation's goals are to educate and counsel consumers on credit issues and problems and promote the intelligent use of credit in individual and family financial planning. NFCC provides leadership for a growing number, currently more than 800, of non-profit community Consumer Credit Counseling Services in the U.S. and Canada.

National Fraud Information Center (NFIC) c/o National Consumers League 815 15th Street, N.W., Suite 928-N Washington, DC 20005 1 (800) 876-7060 (toll free-TDD available) (202) 347-0646 (fax)

NFIC does assist consumers with recognizing and filing complaints about fraud. A project of the National Consumers League, the center's toll-free hotline assists consumers with information to help them avoid becoming victims of fraud, referral to appropriate law enforcement agencies and professional associations, and assistance in filing complaints. The center also provides professionals involved in consumer fraud prevention and

enforcement with telecommunications systems and data links to improve fraud regulation, prevention and law enforcement.

National Institute for Consumer Education (NICE) 207 Rackham Building College of Education Eastern Michigan University Ypsilanti, MI 48197 (313) 487-2292 (313) 487-7153 (fax)

A consumer education resource and professional development center for K-12 classroom teachers, business, government, labor and community educators, NICE conducts training programs, develops teaching guides and resource lists, and manages a national clearinghouse of consumer education materials, including videos, software programs, textbooks and curriculum guides.

National Insurance Consumer Organization (NICO) P.O. Box 15492 Alexandria, VA 22309 (703) 549-8050

A non-profit organization, NICO's mission includes educating the consumer on buying insurance, monitoring the insurance industry for consumer fraud and abuse, and advocating insurance consumers' rights. NICO develops and distributes consumer information on insurance.

Public Citizen, Inc. 2000 P Street, N.W. Washington, DC 20036 (202) 833-3000

A national, non-profit membership organization representing consumer interests through lobbying, litigation, research and publications, Public Citizen represents consumer interests in Congress, the courts, government agencies and the media. Primary current areas of interest include product liability, health care delivery, safe medical devices and medications, open and ethical government, and safe and sustainable energy use.

Public Voice for Food and Health Policy 1001 Connecticut Avenue, N.W. Suite 522 Washington, DC 20036 (202) 659-5930 (202) 659-3683 (fax)

A national research, education and advocacy organization, Public Voice works for food and agriculture policies and practices that improve the safety, health and affordability of the food supply and protect the environment. Public Voice develops and distributes consumer information materials on pesticide reduction, nutrition labeling and seafood safety.

Society of Consumer Affairs Professionals in Business (SOCAP) 801 North Fairfax Street, Suite 404 Alexandria, VA 22314 (703) 519-3700 (703) 549-4886 (fax)

An international professional organization, SOCAP provides training, conferences and publications to encourage and maintain the integrity of business in transactions with consumers; to encourage and promote effective communication and understanding among business, government and consumers; and to define and advance the consumer affairs profession.

U.S. Public Interest Research Group (U.S. PIRG) 215 Pennsylvania Avenue, S.E. Washington, DC 20003 (202) 546-9707

The group is the national lobbying office for state public interest research groups, consumer/environmental advocacy groups active in 33 states that lobby and publish reports on issues, including credit bureau errors; bank fees and services; toy, ATV and product safety; toxic chemicals in art supplies and other consumer products; and recycling, over-packaging and green consumerism. U.S. PIRG does not handle individual consumer complaints directly, but measures complaint levels to gauge the need for remedial legislation.

#### Car Manufacturers

If you have a problem with a car purchased from a local dealer, first try to work it out with the dealer. If the problem is not resolved, contact the manufacturer's regional or national office. Many of these are listed in this section.

If you still cannot resolve your problem, contact one of the third-party dispute resolution programs. The list of these programs begins on page 67. Be sure to contact your local or state consumer agency to see if your state offers state-run dispute resolution programs.

If you suspect you have a vehicle problem that might fall under your state's lemon law, call your local or state consumer agency to find out about your rights under the lemon law.

Be sure to review the automobile tips beginning on page 9. If you have a safety problem with your vehicle, you can report it to the Auto Safety Hotline at the National Highway Traffic Safety Administration (see page 108). Also contact the NHTSA to obtain recall and crash test information. (Note: no complaint handling is provided.)

All of the "800" numbers in the following list are toll free within the continental United States.

ACURA Customer Relations Department ACURA 1919 Torrance Boulevard Torrance, CA 90501-2746 1 (800) 382-2238 (toll free)

Alfa-Romeo Distributors of North America, Inc. Customer Service Manager Alfa-Romeo Distributors of North America, Inc. 8259 Exchange Drive P.O. Box 598026 Orlando, FL 32859-8026 (407) 856-5000

American Honda Motor Company, Inc.

California
Customer Relations Department
American Honda Motor Company, Inc.
Western Zone
700 Van Ness Boulevard
Torrance, CA 90509-2260
(213) 781-4565

Utah, Arizona, Colorado, New Mexico, Nebraska, Kansas, Oklahoma, Nevada, Texas (El Paso) Customer Relations Department American Honda Motor Company, Inc. West Central Zone 1600 South Abilene Street, Suite D Aurora, CO 80012-5815 (303) 696-3935

Maine, Vermont, New Hampshire, New York State (excluding NY City, its five boroughs, Long Island, Westchester County), Connecticut (excluding Fairfield County), Massachusetts, Rhode Island Customer Relations Department American Honda Motor Company, Inc.

New England Zone
555 Old Country Road
Windsor Locks, CT 06096-0465
(203) 623-3310

Tennessee, Alabama, Georgia, Florida Customer Relations Department American Honda Motor Company, Inc. Southeastern Zone 1500 Morrison Parkway Alpharetta, GA 30201-2199 (404) 442-2045

Minnesota, Iowa, Missouri, Wisconsin, Illinois, Michigan (Upper Peninsula)
Customer Relations Department
American Honda Motor Company, Inc.
North Central Zone
601 Campus Drive, Suite A-9
Arlington Heights, IL 60004-1407
(708) 870-5600

West Virgina, Maryland, Virginia, North Carolina, South Carolina, District of Columbia
Customer Relations Department
American Honda Motor Company, Inc.
Mid-Atlantic Zone Office
902 Wind River Lane, Suite 200
Gaithersburg, MD 20878-1974
(301) 990-2020

Ohio (Steubenville), West Virginia (Wheeling), Pennsylvania, New Jersey, Delaware, New York (NY City, its five boroughs, Long Island, Westchester County, Connecticut (Fairfield County) Customer Relations Department American Honda Motor Company, Inc. Northeast Zone

115 Gaither Drive Moorestown, NJ 08057-0337 (609) 235-5533

Michigan (except for Upper Peninsula), Indiana, Ohio, Kentucky Customer Relations Department American Honda Motor Company, Inc. Central Zone 101 South Stanfield Road Troy, OH 45373-8010 (513) 332-6250

Washington, Oregon, Idaho, Montana, Wyoming, North Dakota, South Dakota, Hawaii, Alaska
Customer Relations Department
American Honda Motor Company, Inc.
Northwest Zone
12439 N.E. Airport Way
Portland, OR 97220-0186
(503) 256-0943

Texas (excluding El Paso), Arkansas (excluding Fayetville, Bentonville, Fort Smith, Jonesboro), Oklahoma (Lawton, Ardmore), Louisiana, Mississippi Customer Relations Department American Honda Motor Company, Inc. South Central Zone 4529 Royal Lane Irving, TX 75063-2583 (214) 929-5481

# Corporate Office:

American Honda Motor Company, Inc. Consumer Affairs Department 1919 Torrance Boulevard Torrance, CA 90501-2746 (213) 783-3260

American Isuzu Motors, Inc.

California Regional Customer Relations Manager American Isuzu Motors, Inc. One Autry Street

Irvine, CA 92718-2785

(714) 770-2626

Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina

Regional Customer Relations Manager American Isuzu Motors, Inc. Southeastern Region 205 Hembree Park Drive P.O. Box 6250 Roswell, GA 30076 (404) 475-1995

Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri (except Kansas City Metro Area), North Dakota, Ohio, Wisconsin Regional Customer Relations Manager American Isuzu Motors, Inc.
Central Region
1830 Jarvis Avenue
Elk Grove Village, IL 60007
(708) 952-8111

Connecticut, Maine, Massachusetts, New Hampshire, New Jersey (north of Toms River), New York, Rhode Island, Vermont Regional Customer Relations Manager American Isuzu Motors, Inc.
Northeast Region
156 Ludlow Avenue
P.O. Box 965
Northvale, NJ 07647-0965
(201) 784-1414

Arizona, Arkansas, Kansas (Kansas City Metro Area), Louisiana, Nevada (southern), New Mexico, Oklahoma, Texas Regional Customer Relations Manager American Isuzu Motors, Inc.
Southwest Region
1150 Isuzu Parkway
Grand Prairie, TX 75050
(214) 647-2911

Alaska, Hawaii, Idaho, Montana, Nevada (northern), Oregon, Utah, Washington, Wyoming, Colorado, Nebraska, South Dakota Regional Customer Relations Manager American Isuzu Motors, Inc.
Northwest Region
8727 148th Avenue, N.E.
Redmond, WA 98052
(206) 881-0203

New Jersey (south of Toms River), Pennsylvania, Maryland, Delaware, Kentucky, Tennessee, Virginia, West Virginia Regional Customer Relations Manager American Isuzu Motors, Inc. 1 Isuzu Way Glen Burnie, MD 21061 (410) 761-2121

Headquarters:

American Isuzu Motors, Inc. Customer Relations Department 13181 Crossroads Parkway North P.O. Box 2480 City of Industry, CA 91746-0480 (310) 699-0500 1 (800) 255-6727 (toll free)

American Motors Corporation see Jeep/Eagle Division of Chrysler Motors Corporation

American Suzuki Motor Corporation

American Suzuki Motor Corporation 3251 E. Imperial Highway Brea, CA 92621-6722 Attn: Customer Relations Department

Automobiles 1 (800) 934-0934 (toll free) Motorcycles (714) 996-7040, ext. 380

Audi of America, Inc.

Customer Relations - 3E03 Audi of America, Inc. 3800 Hamlin Road Auburn Hills, MI 48326 General assistance and customer relations 1 (800) 822-2834 (toll free) Replacement and repurchase assistance 1 (800) 955-5100 (toll free)

BMW of North America, Inc.

Corporate Office:

National Customer Relations Manager BMW of North America, Inc. P.O. Box 1227 Westwood, NJ 07675-1227 1 (800) 831-1117 (toll free)

## **Chrysler Motors Corporation**

Phoenix Zone Office Customer Relations Manager Chrysler Corporation 11811 N. Tatum Boulevard, Suite 4025 Phoenix, AZ 85028-1627 (602) 953-6899

Los Angeles Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 14112 Orange, CA 92613-1512 (714) 565-5200

San Francisco Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 5009 Pleasanton, CA 94566-0509 (510) 463-1770

Denver Zone Office Customer Relations Manager Chrysler Corporation 12225 East 39th Avenue Denver, CO 80239 (303) 373-8888

Orlando Zone Office Customer Relations Manager Chrysler Corporation 8000 South Orange Blossom Trail Orlando, FL 32809 (407) 352-7402

Atlanta Zone Office Customer Relations Manager Chrysler Corporation 3350 Cumberland Circle, Ste. 800 Atlanta, GA 30339 (404) 644-6800

Chicago Zone Office Customer Relations Manager Chrysler Corporation 650 Warrenville Road, Suite 502 Lisle, IL 60532 (708) 515-2450

Kansas City Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 25668 Overland Park, KS 66225-5668 (913) 469-3090

New Orleans Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 157 Metairie, LA 70004 (504) 830-3400

Washington, D.C. Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 1900 Bowie, MD 20716 (301) 464-4040

Boston Zone Office Customer Relations Manager Chrysler Corporation 550 Forbes Boulevard Mansfield, MA 02048-2038 (508) 261-2299

Detroit Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 3000 Troy, MI 48007-3000 (313) 952-1300

Minneapolis Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 1231 Minneapolis, MN 55440 (612) 553-2546

St. Louis Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 278 Hazelwood, MO 63042 (314) 895-0731

Syracuse Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 603 Dewitt, NY 13214-0603 (315) 445-6941

New York Zone Office Customer Relations Manager Chrysler Corporation 500 Route 303 Tappan, NY 10983-1592 (914) 359-0110

Charlotte Zone Office Customer Relations Manager Chrysler Corporation 4944 Parkway Plaza Boulevard Suite 470 Charlotte, NC 28217 (704) 357-7065

Cincinnati Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 41902 Cincinnati, OH 45241 (513) 530-1500

Portland Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 744 Beaverton, OR 97075 (503) 526-5555

Philadelphia Zone Office Customer Relations Manager Chrysler Corporation Valley Brook Corporate Center 101 Linden Wood Drive, Suite 320 P.O. Box 3025 Malvern, PA 19355-0725 (215) 251-2990

Pittsburgh Zone Office Customer Relations Manager Chrysler Corporation Penn Center West 3, Suite 420 Pittsburgh, PA 15276-0198 (412) 788-6622

Memphis Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 18008 Memphis, TN 38181-0008 (901) 797-3870

Dallas Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 110162 Carrollton, TX 75011-0162 (214) 242-8462

Houston Zone Office Customer Relations Manager Chrysler Corporation 363 North Sam Houston Parkway East Suite 590 Houston, TX 77060-2405 (713) 820-7062

Milwaukee Zone Office Customer Relations Manager Chrysler Corporation P.O. Box 1634 Waukesha, WI 53187-1634 (414) 798-3750

Corporate Office: Ms. A. Tomlanovich Chrysler Customer Center Chrysler Corporation P.O. Box 302 Center Line, MI 48015-93062 1 (800) 992-1997 (toll free)

Ferrari North America, Inc. Corporate Office: Mr. Kenneth McCay Director of Service and Parts Ferrari North America, Inc. 250 Sylvan Avenue Englewood Cliffs, NJ 07632

#### (201) 816-2650

## Ford Motor Company

Customer Relations Manager
Ford Motor Company
300 Renaissance Center
P.O. Box 43360
Detroit, MI 48243
1 (800) 392-3673 (toll free--all makes)
1 (800) 521-4140 (toll free--Lincoln and Merkur only)
1 (800) 241-3673 (toll free--towing and dealer location service) 1
(800) 232-5952 (toll free TDD)

## **General Motors Corporation**

Customer Assistance Center Chevrolet/Geo Motor Division General Motors Corporation P.O. Box 7047 Troy, MI 48007-7047 1 (800) 222-1020 (toll free) 1 (800) TDD-CHEV (toll free TDD)

Customer Assistance Center Pontiac Division General Motors Corporation One Pontiac Plaza Pontiac, MI 48340-2952 1 (800) 762-2737 (toll free) 1 (800) TDD-PONT (toll free TDD)

Customer Assistance Network Oldsmobile Division General Motors Corporation P.O. Box 30095 Lansing, MI 48921 1 (800) 442-6537 (toll free) 1 (800) TDD-OLDS (toll free TDD)

Customer Assistance Center Buick Motor Division General Motors Corporation 902 East Hamilton Avenue Flint, MI 48550 1 (800) 521-7300 (toll free) 1 (800) TD-BUICK (toll free TDD)

**Consumer Relations Center** 

Cadillac Motor Car Division General Motors Corporation 30009 Van Dyke P.O. Box 9025 Warren, MI 48090-9025 1 (800) 458-8006 (toll free) 1 (800) TDD-CMCC (toll free TDD)

Customer Service Department GMC Truck Division General Motors Corporation Mail Code 1607-07 16 Judson Street Pontiac, MI 48342 1 (800) 462-8782 1 (800) GMC-TKTD (toll free TDD)

Saturn Assistance Center Saturn Corporation General Motors Corporation 100 Saturn Parkway Spring Hill, TN 37174 1 (800) 553-6000 (toll free) 1 (800) TDD-6000 (toll free TDD)

Honda see American Honda Motor Company, Inc.

Hyundai Motor America Customer Service Hyundai Motor America 10550 Talbert Avenue P.O. Box 20850 Fountain Valley, CA 92728-0850 1 (800) 633-5151 (toll free)

ISUZU see American Isuzu Motors, Inc.

Jaguar Cars Inc.

U.S. National Headquarters: Customer Relations Department Jaguar Cars Inc. 555 MacArthur Boulevard Mahwah, NJ 07430-2327 (201) 818-8500

Jeep/Eagle Division of Chrysler Motors Corporation see Chrysler Zone and National Offices

Mazda Motor of America, Inc. Corporate Headquarters: Customer Relations Manager Mazda Motor of America, Inc. P.O. Box 19734 Irvine, CA 92718 1 (800) 222-5500 (toll free)

Mercedes Benz of North America, Inc.

National Headquarters: Mercedes Benz of North America 1 Mercedes Drive Montvale, NJ 07645-0350 (201) 573-0600

Customer Assistance Center 1 Glenview Road Montvale, NJ 07645 (201) 476-6200

North Central Region Office 3333 Charles Street Franklin Park, IL 60131-1469

Northeast Region Office Baltimore Commons Business Park 1300 Mercedes Drive (2nd Floor) Hanover, MD 21076-0348

Southern Region Office 8813 Western Way Jacksonville, FL 32245-7604

Western Region Office 8357 Sunset Boulevard Hollywood, CA 90093-0637

Mitsubishi Motor Sales of America, Inc.

Corporate Office:

National Consumer Relations Manager Mitsubishi Motor Sales of America, Inc. 6400 West Katella Avenue Cypress, CA 90630-5208 1 (800) 222-0037 (toll free)

Nissan Motor Corporation in USA

Nissan Motor Corporation in USA P.0. Box 191 Gardena, CA 90248-0191 1 (800) 647-7261 (toll free-all consumer inquiries)

Peugeot Motors of America, Inc. Mr. William J. Atanasio National Customer Relations Manager Peugeot Motors of America, Inc. P.O. Box 607 One Peugeot Plaza Lyndhurst, NJ 07071-3498 (201) 935-8400 1 (800) 345-5549 (toll free)

Porsche Cars North America, Inc. Manager, Owner Relations Porsche Cars North America, Inc. 100 West Liberty Street P.O. Box 30911 Reno, NV 89520-3911 1 (800) 545-8039

Saab Cars USA, Inc. Customer Assistance Center Saab Cars USA, Inc. 4405-A Saab Drive P.O. Box 9000 Norcross, GA 30091 1 (800) 955-9007 (toll free)

Subaru of America, Inc.

National Customer Service Center Subaru of America, Inc. Subaru Plaza P.O. Box 6000 Cherry Hill, NJ 08034-6000 1 (800) SUBARU3 (toll free) 1 (800) 782-2783 (toll free)

Hawaii Schuman Carriage Company 1234 S. Berentania Street P.O. Box 2420 Honolulu, HI 96804 (808) 553-6211

Suzuki see American Suzuki

## **Motor Corporation**

Toyota Motor Sales, Inc. Customer Assistance Center Toyota Motor Sales USA, Inc. Department A102 19001 South Western Avenue Torrance, CA 90509 1 (800) 331-4331 (toll free)

Volkswagen United States, Inc.

Customer Relations - 2F02 Volkswagen United States, Inc. 3800 Hamlin Road Auburn Hills, MI 48326 General assistance and customer relations 1 (800) 822-8987 (toll free) Replacement and repurchase assistance 1 (800) 955-5100 (toll free)

Volvo Cars of North America Corporate Office: Consumer Affairs Volvo Cars of North America P.O. Box 914 Rockleigh, NJ 07647-0914 (201) 767-4737 1 (800) 458-1552

#### Better Business Bureaus

Better Business Bureaus (BBBs) are non-profit organizations sponsored by local businesses. BBBs offer a variety of consumer services. For example, they can provide consumer education materials, answer consumer questions, mediate and arbitrate complaints, and provide general information on companies' consumer complaint records.

Each BBB has its own policy about reporting information. It might or might not tell you the nature of the complaints against a business, but all will tell you if a complaint has been registered. Many of the BBBs accept written complaints and will contact a firm on your behalf. BBBs do not judge or rate individual products or brands, handle complaints concerning the prices of goods or services, or give legal advice. However, many bureaus do offer binding arbitration, a form of dispute resolution, to those who ask for it. If you need help with a

consumer question or complaint, call your local BBB to ask about its services.

This list includes the local BBBs in the United States. The Council of Better Business Bureaus can give you the addresses for the BBBs in Canada.

National Headquarters Council of Better Business Bureaus, Inc. 4200 Wilson Boulevard Arlington, VA 22203 (703) 276-0100

Local Bureaus

Alabama

1210 South 20th Street P.O. Box 55268 (35255-5268) Birmingham, AL 35205 (205) 558-2222

102 Court Street, Suite 512 Florence, AL 35630 1 (800) 239-1642

501 Church Street, N.W. P.O. Box 383 (35804-0383) Huntsville, AL 35801-5549 (205) 533-1640 (24 hrs.)

707 Van Antwerp Building Mobile, AL 36602-3221 (205) 433-5494 1 (800) 544-4714 (toll free-South Alabama)

60 Commerce Street Suite 806 Montgomery, AL 36104-3559 (205) 262-5606

Alaska

2805 Bering Street, #2 Anchorage, AK 99503-3819 (907) 562-0704

#### Arizona

4428 North 12th Street Phoenix, AZ 85014-4585 (602) 264-1721

50 W. Drachman Street, Suite 103 Tucson, AZ 85705-7353 (602) 622-7651 (inquiries) (602) 622-7654 (complaints) 1 (800) 696-2827 (toll free-South Arizona only)

#### Arkansas

1415 South University Little Rock, AR 72204-2605 (501) 664-7274 1 (800) 482-8448 (toll free in AR)

#### California

705 Eighteenth Street Bakersfield, CA 93301-4882 (805) 322-2074

290 N. 10th Street, Suite 206 P.O. Box 970 Colton, CA 92324-0814 (900) 225-5222 (\$.95/minute)

6101 Ball Road, Suite 309 Cypress, CA 90630-3966 (900) 225-5222 (\$.95/minute)

1398 E. Indianapolis Suite 102 Fresno, CA 93705-0341 (209) 222-8111

3400 West 6th Street, Suite 403 Los Angeles, CA 90020-2538 (900) 225-5222 (\$.95/minute)

494 Alverado Street, Suite C Monterey, CA 93940-2717 (408) 372-3149

510 16th Street, Suite 550 Oakland, CA 94612-1584

(510) 238-1000 (24 hours)

400 S Street Sacramento, CA 95814-6997 (916) 443-6843

3111 Camino del Rio N. Suite 600 San Diego, CA 92108-1729 (619) 521-5898

33 New Montgomery Street, Suite 290 San Francisco, CA 94105-4506 (415) 243-9999

1530 Meridian Avenue Suite 100 San Jose, CA 95125 (408) 445-3000

400 South El Camino Real, Suite 450 P.O. Box 294 (94401-0294) San Mateo, CA 94402-1706 (415) 696-1240

402 East Carrillo Street, Suite C P.O. Box 746 Santa Barbara, CA 93101-0746 (805) 963-8657

1111 North Center Street Stockton, CA 95202-1383 (209) 948-4880 (209) 948-4881 (209) 577-3675 (Stanislaus)

#### Colorado

3022 North El Paso P.O. Box 7970 (80933-7970) Colorado Springs, CO 80907-5454 (719) 636-1155

1780 South Bellaire, Suite 700 Denver, CO 80222-4350 (303) 758-2100 (inquiries, 24 hours) (303) 758-2212 (complaints) (303) 758-4786 (TDD, 24 hours)

1730 South College Avenue

Suite 303 Fort Collins, CO 80525-1073 (303) 484-1348 (303) 493-2470 (307) 778-2809 (Cheyenne)

119 West 6th Street, Suite 203 Pueblo, CO 81003-3119 (719) 542-6464

#### Connecticut

2345 Black Rock Turnpike P.O. Box 1410 (06430-1410) Fairfield, CT 06430-3267 (203) 374-6161 (203) 798-7300 (Danbury) (203) 853-0659 (Norwalk) (203) 359-9892 (Stamford) (203) 597-1177 (Waterbury)

100 South Turnpike Road Wallingford, CT 06492-4395 (203) 269-2700 (203) 529-3575 (Hartford) (203) 443-8145 (New London)

#### Delaware

2055 Limestone Road Suite 200 Wilmington, DE 19808-5532 (302) 996-9200

#### District of Columbia

1012 14th Street, N.W. 14th Floor Washington, DC 20005-3410 (202) 393-8000

#### Florida

In addition to the Better Business Bureaus, Florida has a number of Better Business Councils which are affiliated with local Chambers of Commerce throughout the state. The Better Business Councils are listed following the Better Business Bureaus. Better Business Bureaus

5830-142nd Avenue North, Suite B P.O. Box 7950 (34618-7950) Clearwater, FL 34620 (813) 842-5459 (Pasco City) (813) 535-5522 (Pinellas County) (813) 854-1154 (Hillsborough, Tampa) (813) 957-0093 (Sarasota, Manatee) 1 (800) 525-1447 (toll free-Hernando only) (all 24 hours)

1853 Victoria Street Fort Myers, FL 33901 (900) 225-5222 (24 hrs.-\$.95/min)

7820 Arlington Expressway Suite 147 Jacksonville, FL 32211 (904) 721-2288

16291 N.W. 57th Avenue Miami, FL 33014-6709 (900) 225-5222 (24 hrs.-\$.95/min)

400 South Alcaniz Street P.O. Box 1511 (32597-1511) Pensacola, FL 32501 (904) 433-6111

1950 Port St. Lucie Blvd. Suite 211 Port St. Lucie, FL 34954-5579 (407) 878-2010 (407) 337-2083

580 Village Blvd. Suite 340 West Palm Beach, FL 33409 (407) 686-2200 (407) 337-2083 (Martin County)

1011 North Wymore Road Suite 204 Winter Park, FL 32789-1736 (Orlando) (407) 621-3300 (24 hours)

**Better Business Councils** 

P.O. Box 321 Bradenton, FL 34206-0321

## (813) 748-1325 (Manatee County)

P.O. Box 640 Fort Walton Beach, FL 32549-0640 (904) 664-2515 (Okaloosa, Santa Rosa and Walton Counties)

3520 Airport Road Lakeland, FL 33811 (813) 644-2442 (Polk County)

P.O. Box 492426 Leesburg, FL 34749-2426 (904) 326-0770 (Lake and Sumter Counties)

400 Fortenberry Road Merritt Island, FL 32952 (407) 459-2200 (Cocoa Beach)

12705 South Tamiami Trail North Port, FL 34287 (813) 426-8744

4100 Dixie Highway, NE Palm Bay, FL 32905 (407) 984-8454 (South Brevard County)

1819 Main Street, Suite 240 Sarasota, FL 34236 (813) 366-3144

P.O. Drawer 2767 Titusville, FL 32781-2767 (407) 268-2822 (North Brevard County)

257 Tamiami Trail, North Venice, FL 34285-1534 (813) 485-3510

# Georgia

611 N. Jefferson Street P.O. Box 3241 808 (31702) Albany, GA 31701 (912) 883-0744

100 Edgewood Avenue Suite 1012 Atlanta, GA 30303-3075 (404) 688-4910

# (615) 266-6144 (North Georgia-Chattanooga)

624 Ellis Street, Suite 106 P.O. Box 2085 (30903-2085) Augusta, GA 30901-1463 (706) 722-1574

Eight 13th Street P.O. Box 2587 (31902-2587) Columbus, GA 31901-2151 (706) 324-0712 (706) 324-0713

1765 Shurling Drive Macon, GA 31211-2199 (912) 742-7999

6606 Abercorn Street Suite 108-C P.O. Box 13956 (31416-0956) Savannah, GA 31405 (912) 354-7521 (912) 354-7522

#### Hawaii

1600 Kapiolani Boulevard Suite 201 Honolulu, HI 96814-3801 (808) 942-2355

## Idaho

1333 West Jefferson Boise, ID 83702-5320 (208) 342-4649

1575 South Boulevard Idaho Falls, ID 83404-5926 (208) 523-9754

#### Illinois

211 West Wacker Drive Chicago, IL 60606-1217 (312) 444-1188 (inquiries) (312) 346-3313 (complaints)

3024 West Lake

Peoria, IL 61615-3770 (309) 688-3741

810 East State Street, 3rd Floor Rockford, IL 61104-1001 (815) 963-2222

## Indiana

722 West Bristol Street Suite H-2 P.O. Box 405 (46515-0405) Elkhart, IN 46514-2988 (219) 262-8996

4004 Morgan Avenue Suite 201 Evansville, IN 47715-2265 (812) 473-0202 (812) 473-1425

1203 Webster Street Fort Wayne, IN 46802-3493 (219) 423-4423 1 (800) 552-4631 (toll free in IN)

4231 Cleveland Street Gary, IN 46408-2490 (219) 980-1511 (219) 769-8053 1 (800) 637-2118 (toll free in Northern Indiana)

Victoria Centre 22 E. Washington Street Suite 200 Indianapolis, IN 46204-3584 (317) 488-2222

201 Dixie Way North, Suite 30 South Bend, IN 46637-3360 (219) 277-9121 1 (800) 439-5313 (toll free in northern IN)

#### Iowa

852 Middle Road, Suite 290 Bettendorf, IA 52722-4100 (319) 355-6344 615 Insurance Exchange Building Des Moines, IA 50309-2375 (515) 243-8137

318 Badgerow Building Sioux City, IA 51101-1611 (712) 252-4501

#### Kansas

501 E. Jefferson, Suite 24 Topeka, KS 66607-1190 (913) 232-0454

212 South Market Street Suite 300 Wichita, KS 67202-3857 (316) 263-3146

## Kentucky

410 West Vine Street Suite 280 Lexington, KY 40507-1616 (606) 259-1008

844 South Fourth Street Louisville, KY 40203-2186 (502) 583-6546 (24 hours) 1 (800) 388-2222 (toll free in KY and Southern IN)

## Louisiana

1605 Murray Street, Suite 117 Alexandria, LA 71301-6875 (318) 473-4494

2055 Wooddale Boulevard Baton Rouge, LA 70806-1546 (504) 926-3010

1626 Barrow Street Houma, LA 70360-6354 (504) 868-3456

100 Huggins Road P.O. Box 30297 (70593-0297) Lafayette, LA 70506 (318) 981-3497 3941-L Ryan Street P.O. Box 7314 (70606-7314) Lake Charles, LA 70605 (318) 478-6253

141 Desiard Street, Suite 808 Monroe, LA 71201-7380 (318) 387-4600

1539 Jackson Avenue Suite 400 New Orleans, LA 70130-5843 (504) 581-6222 (24 hours) (504) 528-9277

3612 Youree Drive Shreveport, LA 71105-2122 (318) 861-6417

#### Maine

812 Stevens Avenue Portland, ME 04103-2648 (207) 878-2715

## Maryland

2100 Huntingdon Avenue Baltimore, MD 21211-3215 (410) 347-3990 (Inquiries) (410) 347-3997 (Complaints)

Massachusetts 20 Park Plaza, Suite 820 Boston, MA 02116-4344 (617) 426-9000 1 (800) 4BBB-811 (toll free-802 area code)

293 Bridge Street, Suite 320 Springfield, MA 01103-1402 (413) 734-3114

32 Franklin Street P.O. Box 16555 (01601-6555) Worchester, MA 01608-1900 (508) 755-2548

# Michigan

620 Trust Building Grand Rapids, MI 4503-3001 (616) 774-8236 (616) 772-6063 (Holland) (616) 382-4616 (Kalamazoo) (616) 722-0707 (Muskegon)

30555 Southfield Road Suite 200 Southfield, MI 48076-7751 (Detroit) (810) 644-9100 (24 hours)

Minnesota 2706 Gannon Road St. Paul, MN 55116-2600 (612) 699-1111

# Mississippi

4915 I-75 North P.O. Box 12745 (39236-2745) Jackson, MS 39216 (601) 987-8282

#### Missouri

306 E. 12th street, Suite 1024 Kansas City, MO 64106-2418 (816) 421-7800

5100 Oakland, Suite 200 St. Louis, MO 63110-1400 (314) 531-3300 (24 hours)

205 Park Central East Suite 509 Springfield, MO 65806-1326 (417) 862-4222 1 (800) 497-4222 (toll free in southwestern Missouri)

#### Nebraska

3633 O Street, Suite 1 Lincoln, NE 68510-1670 (402) 476-8855

2210 North 91st Plaza Omaha, NE 68134-6022 (402) 391-7612

## Nevada

1022 East Sahara Avenue Las Vegas, NV 89104-1515 (702) 735-6900

991 Bible Way P.O. Box 21269 (89515-1269) Reno, NV 89502 (702) 322-0657

New Hampshire

410 South Main Street Concord, NH 03301-3459 (603) 224-1991 (603) 228-3789 (603) 228-3844

New Jersey

2 Forest Avenue Paramus, NJ 07652-5291 (201) 845-4044

2 Sylvan Way, 3rd Floor Parsippany, NJ 07054 (Newark) (201) 642-INFO

1721 Route 37 East Toms River, NJ 08753-8239 (908) 270-5577

1700 Whitehorse-Hamilton Square, #D-5 Trenton, NJ 08690-3596 (609) 588-0808

16 Maple Avenue P.O. Box 303 Westmont, NJ 08108-0303 (609) 854-8467

New Mexico

2625 Pennsylvania, NE Suite 2050 Albuquerque, NM 87110-3657 (505) 844-0500 1 (800) 873-2224 (toll free in NM)

308 North Locke Farmington, NM 87401-5855 (505) 326-6501

201 N. Church, Suite 330 Las Cruces, NM 88001-3548 (505) 524-3130

New York

346 Delaware Avenue Buffalo, NY 14202-1899 (900) 225-5222 (24 hr.-\$.95/min)

266 Main Street Farmingdale, NY 87401-5855 1 (900) 463-6222 (24 hr.- \$.95/min.)

257 Park Avenue, South New York, NY 10010-7384 1 (900) 463-6222 (24 hr.- \$.95/min.)

847 James Street, Suite 200 Syracuse, NY 13202-2552 (315) 479-6635

30 Glenn Street White Plains, NY 10603-3213 1 (900) 463-6222 (24 hr.-\$.95/min.)

North Carolina

1200 BB&T Building Asheville, NC 28801-3418 (704) 253-2392

5200 Park Road, Suite 202 Charlotte, NC 28209-3650 (704) 527-0012 (24 hours)

3608 West Friendly Avenue Greensboro, NC 27410-4895 (919) 852-4240 (24 hours)

3125 Poplarwood Court Suite 308 Raleigh, NC 27604-1080 (919) 872-9240 1 (800) 222-0950 (toll free in Eastern North Carolina)

Eden Place 8366 Drena Drive P.O. Box 69 (28673-0069) Sherrils Ford, NC 28673 (704) 478-5622

500 West 5th Street, Suite 202 Winston-Salem, NC 27101-2728 (910) 725-8348

#### Ohio

222 W. Market Street Akron, OH 44303-2111 (216) 253-4590

1434 Cleveland Avenue, N.W. P.O. Box 8017 (44711-8017) Canton, OH 44703-3135 (216) 454-9401 1 (800) 362-0494 (toll free in OH)

898 Walnut Street Cincinnati, OH 45202-2097 (513) 421-3015

2217 East 9th Street, Suite 200 Cleveland, OH 44115-1299 (216) 241-7678

1335 Dublin Street, Suite 30A Columbus, OH 43215-1000 (614) 486-6336

40 West Fourth Street Suite 1250 Dayton, OH 45402-1828 (513) 222-5825

112N, West High Street (45801) P.O. Box 269 Lima, OH 45802-0269 (419) 223-7010 1 (800) 462-0468 (toll free) 425 Jefferson Avenue, Suite 909 Toledo, OH 43604-1055 (419) 241-6276

600 Mahoning Bank Building P.O. Box 1495 Youngstown, OH 44501-1495 (216) 744-3111 (216) 424-5522 (Lisbon) (216) 394-0628 (Warren)

#### Oklahoma

17 South Dewey Oklahoma City, OK 73102-2400 (405) 239-6081/6860 (inquiries) (405) 239-6083 (complaints) (405) 239-6082 (general information)

6711 South Yale, Suite 230 Tulsa, OK 74136-3327 (918) 492-1266

# Oregon

610 S.W. Alder Street, Suite 615 Portland, OR 97205-3690 (503) 226-3981 1 (800) 488-4166 (toll free in OR and Southwest Washington) Pennsylvania

528 North New Street Bethlehem, PA 18018-5789 (215) 866-8780 (215) 372-2005 (Berks County)

6 Marion Court Lancaster, PA 17602-5205 (717) 291-1151 1 (800) 220-8032 (toll free in Harrisburg & York County)

1930 Chestnut Street P.O. Box 2297 Philadelphia, PA 19103-0297 1 (900) 225-5222 (24 hr.-\$.95/min.)

610 Smithfield Street Pittsburgh, PA 15222-2578 (412) 456-2700 129 N. Washington Avenue P.O. Box 993 (18501-0993) Scranton, PA 18503-2204 (717) 342-9129 (717) 655-0445

## Puerto Rico

1608 Bori Street (00927-6100) P.O. Box 363488 San Juan, PR 00936-3488 (809) 756-5400

#### Rhode Island

Bureau Park Box 1300 Warwick, RI 02887-1300 (Providence) (401) 785-1212 (inquiries) (401) 785-1213 (complaints)

#### South Carolina

2330 Devine Street (29205) P.O. Box 8326 Columbia, SC 29202-8326 (803) 254-2525

113 Mills Avenue Greenville, SC 29605-4077 (803) 242-5052

1601 North Oak Street, Suite 403 Myrtle Beach, SC 29577-1601 (803) 626-6881

## Tennessee

P.O. Box 1178 TCA, #121 Blountville, TN 37617-1178 (615) 323-6311

1010 Market Street, Suite 200 Chattanooga, TN 37402-2614 (615) 266-6144

2633 Kingston Pike, Suite 2 P.O. Box 10327 (37939-0327) Knoxville, TN 37919 (615) 522-2552

3792 South Mendenhall P.O. Box 750704 (38175-0704) Memphis, TN 38115 (901) 795-8771 (24 hours)

NationsBank Plaza 414 Union Street, Suite 1830 Nashville, TN 37219-1778 (615) 242-4222 (24 hours)

#### Texas

3300 S. 14th Street Suite 307 Abilene, TX 79605-5052 (915) 691-1533

1000 South Polk P.O. Box 1905 (79105-1905) Amarillo, TX 79101-3408 (806) 379-6222

2101 So. IH35, Suite 302 Austin, TX 78741-3854 (512) 445-2911 (24 hours)

476 Oakland Avenue P.O. Box 2988 (77704-2988) Beaumont, TX 77701-2011 (409) 835-5348

4346 Carter Creek Parkway Bryan, TX 77802-4413 (409) 260-2222

216 Park Avenue Corpus Christi, TX 78401 (512) 887-4949

2001 Bryan Street, Suite 850 Dallas, TX 75201-3093 (214) 220-2000 (24 hours)

5160 Montana Avenue Lower Level El Paso, TX 79903-4904 (915) 772-2727

1612 Summit Avenue, Suite 260 Fort Worth, TX 76102-5978 (817) 332-7585 (24 hours)

2707 North Loop West Suite 400 Houston, TX 77008-1085 (713) 868-9500 (24 hours)

1206 14th Street, Suite 901 Lubbock, TX 79401-3922 (806) 763-0459 (24 hours)

10100 County Road, 118 West P.O. Box 60206 Midland, TX 79711-0206 (915) 563-1880 1 (800) 592-4433 (toll free in TX)

3121 Executive Drive P.O. Box 3366 (76902-3366) San Angelo, TX 76904 (915) 949-2989

1800 Northeast Loop 41 Suite 400 San Antonio, TX 78217-5296 (210) 828-9441

3600 Old Bullard Road, Suite 103A P.O. Box 6652 (75711-6652) Tyler, TX 75701 (903) 581-5704

6801 Sanger Avenue, Suite 125 P.O. Box 7203 (76714-7203) Waco, TX 76710 (817) 772-7530

609 International Boulevard P.O. Box 69 Weslaco, TX 78599-0069 (210) 968-3678

1106 Brook Avenue Wichita Falls, TX 76301-5079 (817) 723-5526 1 (800) 388-1778 (toll free)

Utah

1588 South Main Street Salt Lake City, UT 84115-5382 (801) 487-4656 (24 hours) 1 (800) 456-3907 (toll free in UT)

Vermont

20 Park Plaza, Suite 820 Boston, MA 02116-4344 (617) 426-9000 1 (800) 4BBB-811 (toll free in 802 area code)

## Virginia

11903 Main Street Fredericksburg, VA 22408 (703) 373-9872

3608 Tidewater Drive Norfolk, VA 23509-1499 (804) 672-5651 (804) 722-9101 (Peninsula area)

701 East Franklin, Suite 712 Richmond, VA 23219-2332 (804) 648-0016 (24 hours)

31 West Campbell Avenue Roanoke, VA 24011-1301 (703) 342-3455

# Washington

401 N. Union, Suite 105 Kennewick, WA 99336-3819 (509) 783-0892

4800 South 188th Street, Suite 105 P.O. Box 68926 (98168-0926) Seatac, WA 98188 (206) 431-2222 (206) 448-6222 (24 hours)

East 123 Indiana, Suite 106

Spokane, WA 99207-2356 (509) 328-2100

222 Washington Mutual Bldg. P.O. Box 1584 (98907-1584) Yakima, WA 98901 (509) 248-1326

Wisconsin

740 North Plankinton Avenue Milwaukee, WI 53203-2478 (414) 273-1600 (inquiries) (414) 273-0123 (complaints)

Trade Association and Other Resolution Programs

Companies that manufacture similar products or offer similar services often belong to industry associations. These associations help resolve problems between their member companies and consumers.

Depending on the industry, you might have to contact an association, service council or consumer action program.

If you have a problem with a company and cannot get it resolved with the company, ask if the company is a member of an association. Then, check this list to see if the association is listed. If the name of the association is not included on this list, check with a local library.

This list includes the names and addresses of the associations and other dispute resolution programs that handle consumer complaints for their members. In some cases, the national organizations listed here can refer you to dispute resolution programs near you.

These programs are usually called alternative dispute resolution programs. Generally, there are three types of programs: arbitration, conciliation and mediation. All three methods of dispute resolution vary. Ask for a copy of the rules of the program before you file your case. Generally, the decisions of the arbitrators are binding and must be accepted by both the customer and the business. However, in other forms of dispute resolution, only the business is required to accept the decision. In some programs, decisions are not binding on either party. Remember, before contacting one of these programs, try to resolve the complaint by contacting the company.

Ms. Joan McNeel, Director Public Relations American Apparel Manufacturers Association 2500 Wilson Boulevard, Suite 301 Arlington, VA 22201 (703) 524-1864

Ms. Karen Holt Public Relations Coordinator American Arbitration Association 140 West 51st Street New York, NY 10020-1203 (212) 484-4006

American Bar Association Section on Dispute Resolution 1800 M Street, N.W., Suite 790 Washington, DC 20036 (202) 331-2258

Mr. John W. Johnson Executive Vice President American Collectors Association P.O. Box 39106 Minneapolis, MN 55439-0106 (612) 926-6547

Communications Department American Council of Life Insurance 1001 Pennsylvania Avenue, N.W. Washington, DC 20004-2599 1 (800) 942-4242 (toll free-8 a.m.-8 p.m. EST, M-F)

Ms. Jane Marden, Director, Consumer and Community Affairs American Gas Association 1515 Wilson Boulevard Arlington, VA 22209 (703) 841-8583

American Health Care Association 1201 L Street, N.W. Washington, DC 20005-4014 (202) 842-4444 1 (800) 321-0343 (toll free--publications only)

American Hotel and Motel Association 1201 New York Avenue, N.W., Suite 600

Washington, DC 20005-3931 (written inquiries only)

Mr. Herbert A. Finkston, Director Professional Ethics Division American Institute of Certified Public Accountants Harborside Financial Center 201 Plaza III Jersey City, NJ 07311-3881 (201) 938-3175

American Orthotic and Prosthetic Association 1650 King Street, Suite 500 Alexandria, VA 22314-1885 (703) 836-7116

Mr. Ray Greenly, Vice President Consumer Affairs American Society of Travel Agents, Inc. 1101 King Street Alexandria, VA 22314 (703) 739-2782

Mr. James A. Morrissey, Director Communications Division American Textile Manufacturers Institute 1801 K Street, N.W., Suite 900 Washington, DC 20006 (202) 862-0552

Automotive Consumer Action Program (AUTOCAP) 8400 Westpark Drive McLean, VA 22102 (703) 821-7144

# BBB AUTO LINE

Council of Better Business Bureaus, Inc. 4200 Wilson Boulevard, Suite 800 Arlington, VA 22203-1804 1 (800) 955-5100 (toll free)

Better Hearing Institute P.O. Box 1840 Washington, DC 20013 (703) 642-0580 1 (800) EAR-WELL (toll free)

**Consumer Affairs** 

Blue Cross and Blue Shield Association 1310 G Street, N.W., 12th Floor Washington, DC 20005 (202) 626-4780

Ms. Caroline C. Ajootian
Director, Consumer Protection Bureau
Boat Owners Association of The United States
Boat/U.S.
880 South Pickett Street
Alexandria, VA 22304-0730
(703) 823-9550

Career College Association Accrediting Commission for Trade and Technical Schools
Accrediting Commission for Independent Colleges and Schools 750
First Street, N.E.
Washington, DC 20002
(202) 336-6700
(written inquiries only)

Ms. Sarah Hicks Director of Public Relations Carpet and Rug Institute Box 2048 Dalton, GA 30722 (written inquiries only)

Mr. Robert M. Fells, Assistant Secretary Cemetery Consumer Service Council P.O. Box 3574 Washington, DC 20007 (703) 379-6426

Children's Advertising Review Unit (CARU) Council of Better Business Bureaus, Inc. 845 Third Avenue New York, NY 10022 (212) 754-1354

Chrysler Corporation Chrysler Customer Center 12000 Chrysler Drive Highland Park, MI 48288-0001 1 (800) 992-1997 (toll free)

Consumer Insurance Interest Group 400 North Washington Street Alexandria, VA 22314 Department of Defense
Office of National Ombudsman
National Committee for Employer Support of the Guard and Reserve
1555 Wilson Boulevard, Suite 200
Arlington, VA 22209-2405
(703) 696-1391
1 (800) 336-4590 (toll free outside DC)

Ms. Marsha Goldberger, Director Ethics and Consumer Affairs Direct Marketing Association (DMA) 1101 17th Street, N.W., Suite 705 Washington, DC 20037 (written complaints only)

Mr. William Rogal Code Administrator Direct Selling Association 1776 K Street, N.W., Suite 600 Washington, DC 20006-2387 (written inquiries only)

Ford Dispute Settlement Board P.O. Box 5120 Southfield, MI 48086-5120 1 (800) 392-3673 (toll free)

Ms. Carole M. Rogin, President Hearing Industries Association 515 King Street, Suite 320 Alexandria, VA 22314 (703) 684-5744

Ms. Jeanne Salvatore Manager, Public Relations & Consumer Affairs Insurance Information Institute 110 William Street New York, NY 10038 1 (800) 942-4242 (toll free)

National Headquarters International Association for Financial Planning 2 Concourse Parkway, Suite 800 Atlanta, GA 30328 (404) 395-1605

Major Appliance Consumer Action Panel (MACAP) 20 North Wacker Drive

Chicago, IL 60606 (312) 984-5858 1 (800) 621-0477 (toll free)

Media Advertising Credit Services 11600 Sunrise Valley Drive Reston, VA 22091-1412 (703) 648-1248

Mr. Edward E. Simmons, Jr., CAE Executive Vice President Monument Builders of North America 1740 Ridge Avenue Evanston, IL 60201 (708) 869-2031

Mr. Michael Schlerf Media Relations Coordinator/Consumer Affairs Mortgage Bankers Association of America 1125 15th Street, N.W., 7th Floor Washington, DC 20005 (202) 861-1929

National Advertising Division (NAD) A Division of the Council of Better Business Bureaus, Inc. 845 Third Avenue New York, NY 10022 (212) 754-1320

Mr. William Young, Director Consumer Affairs/Public Liaison National Association of Home Builders 1201 15th Street, N.W. Washington, DC 20005 (202) 822-0409 1 (800) 368-5242 (toll free outside D.C.)

National Association of Personnel Services 3133 Mt. Vernon Avenue Alexandria, VA 22305 (703) 684-0180

Ms. Katherine L.J. Hoffman Associate Director of Consumer Affairs National Association of Professional Insurance Agents 400 North Washington Street Alexandria, VA 22314

**Arbitration Department** 

National Association of Securities Dealers, Inc. 33 Whitehall Street, 8th Floor New York, NY 10004 (212) 858-4000

Mrs. Juanita Duggan, Senior Vice President Government Affairs National Food Processors Association 1401 New York Avenue, N.W. Washington, DC 20005 (202) 639-5939

Ms. Laura M. Oatney
Director, Public Affairs & Education
National Futures Association
200 West Madison Street
Chicago, IL 60606-3447
(312) 781-1370
1 (800) 621-3570 (toll free outside IL)

Ms. Cindy Donahue Assistant to Executive Director National Home Study Council 1601 18th Street, N.W. Washington, DC 20009 (written inquiries only)

National Tire Dealers and Retreaders Association 1250 Eye Street, N.W., Suite 400 Washington, DC 20005 (202) 789-2300 1 (800) 876-8372 (toll free)

Department of Consumer Affairs National Turkey Federation 11319 Sunset Hills Road Reston, VA 22090-5227 (written inquiries only)

Mr. Craig Halverson Assistant Executive Director Photo Marketing Association 3000 Picture Place Jackson, MI 49201 (written complaints only)

Mrs. Jane Meyer Director of Consumer Affairs The Soap and Detergent Association 475 Park Avenue South New York, NY 10016 (212) 725-1262

Tele-Consumer Hotline 1910 K Street, N.W., Suite 610 Washington, D.C. 20006 (202) 223-4371 (voice/TDD)

Ms. Marisa Cascio Communications Associate Toy Manufacturers of America 200 Fifth Avenue, Room 740 New York, NY 10010 (212) 675-1141

Mr. Robert E. Whitley, President U.S. Tour Operators Association (USTOA) 211 East 51st Street, Suite 12-B New York, NY 10022 (212) 944-5727

State, County and City Government Consumer Protection Offices City, county and state consumer protection offices provide consumers with important services. They might mediate complaints, conduct investigations, prosecute offenders of consumer laws, license and regulate a variety of professionals, promote strong consumer protection legislation, provide educational materials and advocate in the consumer interest. City and county consumer offices are familiar with local businesses and local ordinances and state laws. If there is no local consumer office in your area, contact your state consumer office. State offices, sometimes in a separate department of consumer affairs or the attorney general's or governor's office, are familiar with state laws and look for statewide patters of problems. Consumer protection offices in the U.S. territories also are included. If you have a consumer problem with a business outside the state where you live, you should contact the consumer office in the state where the business is located

To save time, call the office before sending in a written complaint. Ask if the office handles the type of complaint you have or if the complaint forms are provided.

Many offices distribute consumer alerts on a variety of consumer issues. Call to obtain available educational information on your problem.

This list is arranged in alphabetical order by state name. State, county and city jurisdictions and "800" and TDD numbers are printed in bold type.

#### Alabama

State Office
Ms. Priscilla Black Duncan
Consumer Affairs Division
Office of Attorney General
11 South Union Street
Montgomery, AL 36130
(205) 242-7334
1 (800) 392-5658 (toll free in AL)

#### Alaska

The Consumer Protection Section in the Office of the Attorney General has been closed. Consumers with complaints are being referred to the Better Business Bureau (see page XX), small claims court and private attorneys.

American Samoa Ms. Jennifer Joneson Assistant Attorney General Consumer Protection Bureau P.O. Box 7 Pago Pago, AS 96799 011 (684) 633-4163 011 (684) 633-1838 (FAX)

## Arizona

## **State Offices**

Ms. H. Leslie Hall, Chief Counsel Consumer Protection Office of the Attorney General 1275 West Washington Street, Room 259 Phoenix, AZ 85007 (602) 542-3702 (602) 542-5763 (consumer information and complaints) 1 (800) 352-8431 (toll free in AZ)

Ms. Noreen Matts Assistant Attorney General Consumer Protection Office of the Attorney General 402 West Congress Street, Suite 315 Tucson, AZ 85701 (602) 628-6504

# **County Offices**

Mr. Stephen Udall, County Attorney Apache County Attorney's Office P.O. Box 637 St. Johns, AZ 85936 (602) 337-4364, ext. 240

Mr. Alan Polley, County Attorney Cochise County Attorney's Office P.O. Drawer CA Bisbee, AZ 85603 (602) 432-9377

Mr. Terence C. Hance, County Attorney Coconino County Attorney's Office Coconino County Courthouse 100 East Birch Flagstaff, AZ 86001 (602) 779-6518

Mr. Joe Albo, Jr., County Attorney Gila County Attorney's Office 1400 East Ash Street Globe, AZ 85501 (602) 425-3231

Mr. Jack M. Williams, County Attorney Graham County Attorney's Office Graham County Courthouse 800 West Main Safford, AZ 85546 (602) 428-3620

Mr. Dennis L. Lusk, County Attorney Greenlee County Attorney's Office P.O. Box 1717 Clifton, AZ 85533 (602) 865-4108

Mr. Steven P. Suskin, County Attorney La Paz County Attorney's Office 1200 Arizona Avenue P.O. Box 709 Parker, AZ 85344 (602) 669-6118

Mr. William Ekstrom, County Attorney Mohave County Attorney's Office 315 North 4th Street P.O. Box 7000 Kingman, AZ 86402-7000 (602) 753-0719

Mr. Melvin Bowers, County Attorney Navajo County Attorney's Office P.O. Box 668 Holbrook, AZ 86025 (602) 524-6161, ext. #303

Mr. Stephen D. Neely, County Attorney Pima County Attorney's Office 1400 Great American Tower 32 North Stone Tucson, AZ 85701 (602) 740-5733

Mr. Gilberto V. Figueroa Pinal County Attorney P.O. Box 887 Florence, AZ 85232 (602) 868-6271

Ms. Jan Smith Florez, County Attorney Santa Cruz County Attorney's Office 2100 N. Congress Drive, Suite 201 Nogales, AZ 85621 (602) 281-4966

Mr. Charles Hastings, County Attorney Yavapai County Attorney's Office Yavapai County Courthouse Prescott, AZ 86301 (602) 771-3344

Mr. David S. Ellsworth, County Attorney Yuma County Attorney's Office 168 South Second Avenue Yuma, AZ 85364 (602) 329-2270

City Office

Mr. Ronald M. Detrick

Supervising Attorney Consumer Affairs Division Tucson City Attorney's Office 110 East Pennington Street, 2nd Floor P.O. Box 27210 Tucson, AZ 85726-7210 (602) 791-4886

#### Arkansas

State Office Ms. Kay Dewitt, Director Consumer Protection Division Office of Attorney General 200 Tower Building 323 Center Street Little Rock, AR 72201 (501) 682-2341 (voice/TDD) 1 (800) 482-8982 (toll free voice/TDD in AR)

#### California

#### **State Offices**

Mr. James Conran, Director California Department of Consumer Affairs 400 R Street, Suite 1040 Sacramento, CA 95814 (916) 445-1254 (consumer information) (916) 522-1700 (TDD) 1 (800) 344-9940 (toll free in CA)

Office of Attorney General Public Inquiry Unit P.O. Box 944255 Sacramento, CA 94244-2550 (916) 322-3360 1 (800) 952-5225 (toll free in CA) 1 (800) 952-5548 (toll free TDD in CA)

Bureau of Automotive Repair California Department of Consumer Affairs 10240 Systems Parkway Sacramento, CA 95827 (916) 255-4300 1 (800) 952-5210 (toll free in CA--auto repair only)

# **County Offices**

Alameda County Consumer Affairs Commission 4400 MacArthur Boulevard Oakland, CA 94619 (510) 530-8682

Mr. Gary Yancey, District Attorney Contra Costa County District Attorney's Office 725 Court Street, 4th Floor P.O. Box 670 Martinez, CA 94553 (510) 646-4500

Mr. Alan Yengoyan Senior Deputy District Attorney Business Affairs Unit Fresno County District Attorney's Office 2220 Tulare Street, Suite 1000 Fresno, CA 93721 (209) 488-3156 (209) 488-3564 (FAX)

Mr. Edward R. Jagels, District Attorney Civil Section Kern County District Attorney's Office 1215 Truxtun Avenue Bakersfield, CA 93301 (805) 861-2421

Mr. Monty H. Hopper, Director Kern County Department of Weights and Measures 1116 E. California Avenue Bakersfield, CA 93307 (805) 861-2418

Marin County Mediation Services Marin County Civic Center, Room 278 San Rafael, CA 94903 (415) 499-7454

Mr. Robert Nichols Deputy District Attorney Consumer Protection Division Marin County District Attorney's Office Hall of Justice, Room 183 San Rafael, CA 94903 (415) 499-6450 Ms. Susan Massini, District Attorney Mendocino County District Attorney's Office P.O. Box 1000 Ukiah, CA 95482 (707) 463-4211

Monterey County District Attorney Consumer Protection Division P.O. Box 1369 Salinas, CA 93902 (408) 755-5073

Mr. Daryl A. Roberts
Deputy District Attorney
Consumer Affairs Division
Napa County District Attorney's Office
931 Parkway Mall
P.O. Box 720
Napa, CA 94559
(707) 253-4211

Mr. Robert C. Gannon, Jr. Supervising Deputy District Attorney Consumer/Environmental Protection Unit 405 W. 5th Street, Suite 606 Santa Ana, CA 92701 (714) 568-1240

Mr. Paul Zellerbach
Deputy District Attorney
Economic Crime Division
Riverside County District Attorney's Office
4075 Main Street
Riverside, CA 92501
(714) 275-5400

Mr. M. Scott Prentice Supervising Deputy District Attorney Consumer and Environmental Protection Division Sacramento County District Attorney's Office P.O. Box 749 Sacramento, CA 95812-0749 (916) 440-6174

Mr. Anthony Samson, Director Consumer Fraud Division San Diego County District Attorney's Office P.O. Box X-1011 San Diego, CA 92112-4192

# (619) 531-3507 (fraud complaint message line)

Mr. Robert H. Perez, Attorney Consumer and Environmental Protection Unit San Francisco County District Attorney's Office 732 Brannan Street San Francisco, CA 94103 (415) 552-6400 (public inquiries) (415) 553-1814 (complaints)

Ms. Lorrie Rogers Consumer Mediator San Joaquin County District Attorney's Office 222 East Weber, Room 412 P.O. Box 990 Stockton, CA 95202 (209) 468-2481

Ms. Leigh Lawrence Director, Economic Crime Unit Consumer Fraud Department County Government Center 1050 Monterey Street, Room 235 San Luis Obispo, CA 93408 (805) 781-5856

Mr. John E. Wilson, Deputy in Charge Consumer Fraud and Environmental Protection Unit San Mateo County District Attorney's Office 401 Marshall Street Hall of Justice and Records Redwood City, CA 94063 (415) 363-4656

Mr. Allan Kaplan, Senior Deputy District Attorney Consumer Protection Unit Santa Barbara County District Attorney's Office 1105 Santa Barbara Street Santa Barbara, CA 93101 (805) 568-2300

Consumer Fraud Unit Santa Clara County District Attorney's Office 70 West Hedding Street, West Wing San Jose, CA 95110 (408) 299-7400

Mr. Lawrence R. Sheahan, Coordinator Santa Clara County Department of Consumer Affairs 70 West Hedding Street West Wing, Lower Level San Jose, CA 95110-1705 (408) 299-4211

Ms. Robin McFarland Gysin Ms. Gloria Lorenzo Coordinators, Division of Consumer Affairs Santa Cruz County District Attorney's Office 701 Ocean Street, Room 200 Santa Cruz, CA 95060 (408) 454-2050

Ms. Criselda B. Gonzalez
Deputy District Attorney
Consumer Affairs Unit
Solano County District Attorney's Office
600 Union Avenue
Fairfield, CA 94533
(707) 421-6860

Mr. Thomas Quinlan
Deputy District Attorney
Consumer Fraud Unit
Stanislaus County District Attorney's Office
P.O. Box 442
Modesto, CA 95353-0442
(209) 525-5550

Mr. Greg Brose, Deputy District Attorney Consumer and Environmental Protection Division Ventura County District Attorney's Office 800 South Victoria Avenue Ventura, CA 93009 (805) 654-3110

Mr. Mark Jerome Jones Supervising Deputy District Attorney Special Services Unit-Consumer/Environmental Yolo County District Attorney's Office P.O. Box 245 Woodland, CA 95776 (916) 666-8424

City Offices

Ms. Ruth Kwan Supervising Deputy City Attorney Consumer Protection Division Los Angeles City Attorney's Office 200 North Main Street 1600 City Hall East Los Angeles, CA 90012 (213) 485-4515

Ms. Kimery A. Shelton
Deputy City Attorney
Ms. Teresa Bransfield
Consumer Affairs Specialist
Consumer Protection, Fair Housing & Public Rights Unit
1685 Main Street. Room 310
Santa Monica, CA 90401
(310) 458-8336
(310) 458-8370 (Spanish hotline)

#### Colorado

## State Office

Consumer Protection Unit Office of Attorney General 1525 Sherman St., 5th Floor Denver, CO 80203 (303) 866-5189

# County Offices

Mr. Gregory G. Lyman, District Attorney Archuleta, LaPlata and San Juan Counties District Attorney's Office P.O. Drawer 3455 Durango, CO 81302 (303) 247-8850

Mr. Alex Hunter, District Attorney Boulder County District Attorney's Office P.O. Box 471 Boulder, CO 80306 (303) 441-3700

Ms. Clair Villano, Director Denver District Attorney's Consumer Fraud Division 303 West Colfax Avenue, Suite 1300 Denver, CO 80204 (303) 640-3555 (administration) (303) 640-3557 (complaints)

Mr. David Zook

Chief Deputy District Attorney Economic Crime Division El Paso and Teller Counties District Attorney's Office 326 South Tejon Colorado Springs, CO 80903-2083 (719) 520-6002

Mr. Gus Sandstrom, District Attorney Pueblo County District Attorney's Office Courthouse 215 West Tenth Street Pueblo, CO 81003 (719) 546-6030

Mr. A.M. Dominguez, Jr., District Attorney Mr. Tony Molocznik, Chief Investigator Weld County District Attorney's Office P.O. Box 1167 Greeley, CO 80632 (303) 356-4010

### Connecticut

### **State Offices**

Ms. Gloria Schaffer, Commissioner Department of Consumer Protection 165 Capitol Avenue Hartford, CT 06106 (203) 566-2534 1 (800) 842-2649 (toll free in CT)

Mr. Robert M. Langer Assistant Attorney General Antitrust/Consumer Protection Office of Attorney General 110 Sherman Street Hartford, CT 06105 (203) 566-5374

### City Office

Mr. Philip P. Cacciola, Director Middletown Office of Consumer Protection City Hall Middletown, CT 06457 (203) 344-3492

### Delaware

### **State Offices**

Ms. Mary McDonough, Director Division of Consumer Affairs Department of Community Affairs 820 North French Street, 4th Floor Wilmington, DE 19801 (302) 577-3250

Mr. Stuart Drowos, Deputy Attorney General for Economic Crime and Consumer Protection
Office of Attorney General
820 North French Street
Wilmington, DE 19801
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Ohio

**State Offices** 

Mr. Mark T. D'Alessandro Consumer Frauds and Crimes Section Office of Attorney General 30 East Broad Street State Office Tower, 25th Floor Columbus, OH 43266-0410 (614) 466-4986 (complaints) (614) 466-1393 (TDD) 1 (800) 282-0515 (toll tree in OH)

Mr. William A. Spratley Office of Consumers' Counsel 77 South High Street, 15th Floor Columbus, OH 43266-0550 (614) 466-9605 (voice/TDD) 1 (800) 282-9448 (toll free in OH)

## **County Offices**

Mr. William J. Owen, Director Corrupt Activities Prosecution Unit Franklin County Office of Prosecuting Attorney 369 South High Street Columbus, OH 43215 (614) 462-3555

Mr. Steven C. LaTourette
County Prosecutor
Consumer Protection Division
Lake County Office of Prosecuting Attorney
Lake County Court House
Painesville, OH 44077
(216) 357-2683
1 (800) 899-5253 (toll free in OH)

Mr. Robert A. Skinner
Assistant Prosecuting Attorney
Montgomery County Fraud and Economic Crimes Division
301 West 3rd Street
Dayton Montgomery County Courts Building
Dayton, OH 45402
(513) 225-4747

Mr. David Norris, Prosecuting Attorney Portage County Office of Prosecuting Attorney 466 South Chestnut Street Ravenna, OH 44266-0671 (216) 296-4593

Mr. Lynn C. Slaby, Prosecuting Attorney Summit County Office of Prosecuting Attorney 53 University Avenue Akron, OH 44308-1680 (216) 643-2800

# City Offices

Ms. Cheryl Meadows Assistant to the City Manager Cincinnati Office of Consumer Services Division of Human Services City Hall, Room 126 801 Plum Street Cincinnati, OH 45202 (513) 352-3971

Mr. Anthony C. Julian, Director Youngstown Office of Consumer Affairs and Weights and Measures 26 South Phelps Street City Hall Youngstown, OH 44503-1318 (216) 742-8884

Oklahoma

**State Offices** 

Ms. Jane Wheeler Assistant Attorney General Office of Attorney General Consumer Protection Division 4545 N. Lincoln Blvd., Suite 260 Oklahoma City, OK 73105 (405) 521-4274

Mr. John L. McClure, Administrator Department of Consumer Credit 4545 N. Lincoln Boulevard, Suite 104 Oklahoma City, OK 73105-3408 (405) 521-3653

Oregon

State Office Ms. Terry Leggert, Attorney in Charge Financial Fraud Section Department of Justice 1162 Court St. N.E. Salem, OR 97310 (503) 378-4732

Pennsylvania

**State Offices** 

Mr. Renardo Hicks, Director Bureau of Consumer Protection Office of Attorney General Strawberry Square, 14th Floor Harrisburg, PA 17120 (717) 787-9707

### 1 (800) 441-2555 (toll tree in PA)

Mr. Irwin A. Popowsky, Consumer Advocate Office of Consumer Advocate-Utilities Office of Attorney General 1425 Strawberry Square Harrisburg, PA 17120 (717) 783-5048 (utilities only)

Mr. Michael Butler Deputy Attorney General Bureau of Consumer Protection Office of Attorney General 1251 South Cedar Crest Blvd. Suite 309 Allentown, PA 18103 (215) 821-6690

Mr. Mitchell Miller, Director Bureau of Consumer Services Pennsylvania Public Utility Commission P.O. Box 3265 Harrisburg, PA 17105-3265 (717) 783-1470 (out-of-state calls only) 1 (800) 782-1110 (toll free in PA)

Mr. Daniel R. Goodemote Deputy Attorney General Bureau of Consumer Protection Office of Attorney General 919 State Street, Room 203 Erie, PA 16501 (814) 871-4371

Mr. Robin David Bleecher Deputy Attorney General Bureau of Consumer Protection Office of Attorney General 132 Kline Village Harrisburg, PA 17104 (717) 787-7109 1 (800) 441-2555 (toll free in PA)

Mr. E. Barry Creany

Deputy Attorney General Bureau of Consumer Protection Office of the Attorney General Professional Building P.O. Box 716 Ebensburg, PA 15931 (814) 949-7900

Mr. John E. Kelly, Deputy Attorney General Bureau of Consumer Protection Office of Attorney General 21 South 12th Street, 2nd Floor Philadelphia, PA 19107 (215) 560-2414 1 (800) 441-2555 (toll free in PA)

Ms. Stephanie L. Royal
Deputy Attorney General
Bureau of Consumer Protection
Office of Attorney General
Manor Complex, 5th Floor
564 Forbes Avenue
Pittsburgh, PA 15219
(412) 565-5394

Mr. J.P. McGowan Deputy Attorney General Bureau of Consumer Protection Office of Attorney General 214 Samters Building 101 Penn Avenue Scranton, PA 18503-2025 (717) 963-4913

# **County Offices**

Mr. Sidney Elkin, Director Beaver County Alliance for Consumer Protection 699 Fifth Street Beaver, PA 15009-1997 (412) 728-7267

Mr. A. Courtney Yelle, Director/Chief Sealer Bucks County Consumer Protection, Weights and Measures 50 North Main Street Doylestown, PA 18901 (215) 348-7442

Mr. Robert Taylor, Director Chester County Weights and Measures/Consumer Affairs Government Services Center, Suite 390 601 Westtown Road West Chester, PA 19382-4547 (215) 344-6150

Consumer Mediator Cumberland County Consumer Affairs One Courthouse Square Carlisle, PA 17013-3387 (717) 240-6180

Ms. Evelyn Yancoskie, Director Delaware County Office of Consumer Affairs, Weights and Measures Government Center Building Second and Olive Streets Media, PA 19063 (215) 891-4865

Mrs. Helen Dunigan, Director Montgomery County Consumer Affairs Department County Courthouse Norristown, PA 19404 (215) 278-3565

City Office

Mr. Bruce Sagel, Chief Economic Crime Unit Philadelphia District Attorney's Office 1421 Arch Street Philadelphia, PA 19102 (215) 686-8750

Puerto Rico

Mr. Ivon Ayala Codiz, Secretary Department of Consumer Affairs (DACO) Minillas Station, P.O. Box 41059 Santurce, PR 00940-1059 (809) 721-0940

Mr. Pedro R. Pierluisi, Secretary Department of Justice P.O. Box 192 San Juan, PR 00902 (809) 721-2900

Rhode Island

**State Offices** 

Ms. Christine S. Jabour, Esq.

Consumer Protection Division Department of Attorney General 72 Pine Street Providence, RI 02903 (401) 274-4400 (401) 274-4400, ext. 2354 (TDD) 1 (800) 852-7776 (toll free in RI)

Mr. Edwin P. Palumbo, Executive Director Rhode Island Consumers' Council 365 Broadway Providence, RI 02909 (401) 277-2764

South Carolina

**State Offices** 

Mr. Ken Moore Assistant Attorney General Consumer Fraud and Antitrust Section Office of Attorney General P.O. Box 11549 Columbia, SC 29211 (803) 734-3970

Mr. Steve Hamm, Administrator Department of Consumer Affairs P.O. Box 5757 Columbia, SC 29250-5757 (803) 734-9452 (803) 734-9455 (TDD) 1 (800) 922-1594 (toll free in SC)

Mr. W. Jefferson Bryson, Jr. State Ombudsman Office of Executive Policy and Program 1205 Pendleton Street, Room 308 Columbia, SC 29201 (803) 734-0457 (803) 734-1147 (TDD)

South Dakota

State Office Mr. Jeff Hallem, Assistant Attorney General Division of Consumer Affairs Office of Attorney General 500 East Capitol State Capitol Building Pierre, SD 57501-5070 (605) 773-4400

Tennessee

**State Offices** 

Mr. Steven Hart, Deputy Attorney General Division of Consumer Protection Office of Attorney General 450 James Robertson Parkway Nashville, TN 37243-0485 (615) 741-3491

Ms. Elizabeth Owen, Director Division of Consumer Affairs 500 James Robertson Parkway Nashville, TN 37243-0600 (615) 741-4737 1 (800) 342-8385 (toll free in TN)

Texas

**State Offices** 

Mr. Joe Crews Assistant Attorney General and Chief Consumer Protection Division Office of Attorney General P.O. Box 12548 Austin, TX 78711 (512) 463-2070

Mr. Robert E. Reyna Assistant Attorney General Consumer Protection Division Office of Attorney General 714 Jackson Street, Suite 800 Dallas, TX 75202-4506 (214) 742-8944

Mrs. Valli Jo Acosta Assistant Attorney General Consumer Protection Division Office of Attorney General 6090 Surety Drive, Room 113 El Paso, TX 79905 (915) 772-9476 Mr. Richard Tomlinson Assistant Attorney General Consumer Protection Division Office of Attorney General 1019 Congress Street, Suite 1550 Houston, TX 77002-1702 (713) 223-5886

Mr. Stephen C. McIntyre Assistant Attorney General Consumer Protection Division Office of Attorney General 1208 14th Street, Suite 900 Lubbock, TX 79401-3997 (806) 747-5238

Mr. Michael Winget-Hernandez Assistant Attorney General Consumer Protection Division Office of Attorney General 3201 North McColl Rd., Suite B McAllen, TX 78501 (210) 682-4547

Mr. Aaron Valenzuela Assistant Attorney General Consumer Protection Division Office of Attorney General 115 East Travis Street, Suite 925 San Antonio,TX 78205-1607 (512) 225-4191

Office of Public Insurance Counsel 333 Guadalope, Suite 3-120 Austin, TX 78701 (512) 322-4143

# **County Offices**

Mr. Ted Steinke Assistant District Attorney and Chief of Dallas County District Attorney's Office Specialized Crime Division 133 North Industrial Boulevard, LB 19 Dallas, TX 75207-4313 (214) 653-3820

Mr. Russel Turbeville

Assistant District Attorney and Chief Harris County Consumer Fraud Division Office of District Attorney 201 Fannin, Suite 200 Houston, TX 77002-1901 (713) 755-5836

# City Office

Ms. Adela Gonzalez, Director Dallas Consumer Protection Division Health and Human Services Department 320 East Jefferson Boulevard, Suite 312 Dallas, TX 75203 (214) 948-4400 (214) 670-5216

Utah

### State Office

Ms. Francine A. Giani, Director Division of Consumer Protection Department of Commerce 160 East 3rd South P.O. Box 45804 Salt Lake City, UT 84145-0804 (801) 530-6001 (801) 530-6601 (FAX)

#### Vermont

### State Offices

Ms. Marilyn S. Skoglund Assistant Attorney General and Chief Public Protection Division Office of Attorney General 109 State Street Montpelier, VT 05609-1001 (802) 828-3171

Mr. Bruce Martell, Supervisor Consumer Assurance Section Department of Agriculture, Food and Market 120 State Street Montpelier, VT 05620-2901 (802) 828-2436 Virgin Islands Mr. Clement Magras, Commissioner Department of Licensing and Consumer Affairs Property and Procurement Building Subbase #1, Room 205 St. Thomas, VI 00802 (809) 774-3130

# Virginia

### **State Offices**

Mr. Frank Seales, Jr., Chief Antitrust and Consumer Litigation Section Office of Attorney General Supreme Court Building 101 North Eighth Street Richmond, VA 23219 (804) 786-2116 1 (800) 451-1525 (toll free in VA)

Ms. Betty W. Blakemore, Director State Division of Consumer Affairs Department of Agriculture and Consumer Services Room 101, Washington Building P.O. Box 1163 Richmond, VA 23209 (804) 786-2042

# **County Offices**

Office of Citizen and Consumer Affairs #1 Court House Plaza, Suite 314 2100 Clarendon Boulevard Arlington, VA 22201 (703) 358-3260

Mr. Ronald B. Mallard, Director Fairfax County Department of Consumer Affairs 12000 Government Center Parkway Suite 433 Fairfax, VA 22030-6093 (Mail complaints only)

Ms. Susan Matthews, Director Prince William County Citizen and Consumer Assistance 15941 Cardinal Drive, Suite FE 850 Prince William, VA 22191 (703) 792-7370

# City Offices

Mr. James J. Jones, Administrator Alexandria Office of Consumer Affairs City Hall P.O. Box 178 Alexandria, VA 22313 (703) 838-4350 (703) 838-5056 (TDD)

Mr. Robert L. Gill, Coordinator Division of Consumer Affairs City Hall Norfolk, VA 23501 (804) 441-2821 (804) 441-2000 (TDD)

Ms. Dolores Daniels Assistant to the City Manager Roanoke Consumer Protection Division 364 Municipal Building 215 Church Avenue, S.W. Roanoke, VA 24011 (703) 981-2583

Ms. Cathy Townsend Parks, Director Consumer Affairs Division Office of the Commonwealth's Attorney Municipal Center Virginia Beach, VA 23456 (804) 426-5836 (804) 427-8779 (FAX)

# Washington

### **State Offices**

Ms. Renee Olbricht, Investigator Consumer Protection Division Office of the Attorney General P.O. Box 40118 Olympia, WA 98504-0118 (206) 753-6210

Ms. Sally Sterling
Director of Consumer Services
Consumer and Business Fair Practices Division
Office of the Attorney General

900 Fourth Avenue, Suite 2000 Seattle, WA 98164 (206) 464-6684 1 (800) 551-4636 (toll free in WA)

Mr. Owen Clarke, Chief Consumer and Business Fair Practices Division Office of the Attorney General West 1116 Riverside Avenue Spokane, WA 99201 (509) 456-3123

Ms. Cynthia Lanphear, Contact Person Consumer and Business Fair Practices Division Office of the Attorney General 1019 Pacific Avenue, 3rd Floor Tacoma, WA 98402-4411 (206) 593-2904

City Offices

Ms. Kristie Anderson, Director Department of Weights and Measures 3200 Cedar Street Everett, WA 98201 (206) 259-8810

Mr. C. Patrick Sainsbury Chief Deputy Prosecuting Attorney Fraud Division 900 4th Avenue, #1002 Seattle, WA 98164 (206) 296-9010

Mr. Dale H. Tiffany, Director Seattle Department of Licenses and Consumer Affairs 600 4th Avenue, #102 Seattle, WA 98104-1893 (206) 684-8484

Mr. Mike Mar Weights & Measures Supervisor Seattle Department of Licenses & Consumer Affairs 805 S. Dearborn Street Seattle, WA 98134 (206) 386-1298

Mr. R. Keith Stoner Consumer Affairs Inspector Seattle Department of Licenses & Consumer Affairs 600 4th Avenue, #102 Seattle, WA 98104-1893 (206) 684-8405

West Virginia

**State Offices** 

Mr. Donald L. Darling, Director Consumer Protection Division Office of Attorney General 812 Quarrier Street, 6th Floor Charleston, WV 25301 (304) 558-8986 1 (800) 368-8808 (toll free in WV)

Mr. Stephen Casto, Director Division of Weights and Measures Department of Labor 570 MacCorkle Avenue St. Albans, WV 25177 (304) 348-7890

Wisconsin

**State Offices** 

Mr. John Alberts, Administrator
Division of Trade and Consumer Protection
Department of Agriculture, Trade and Consumer Protection
801 West Badger Road
P.O. Box 8911
Madison, WI 53708
(608) 266-9836
1 (800) 422-7128 (toll free in WI)

Ms. Margaret Quaid, Regional Supervisor
Division of Trade and Consumer Protection
Department of Agriculture, Trade and Consumer Protection
927 Loring Street
Altoona, WI 54720
(715) 839-3848
1 (800) 422-7128 (toll free in WI)

Regional Supervisor Division of Trade and Consumer Protection Department of Agriculture, Trade and Consumer Protection 200 North Jefferson Street, Suite 146A Green Bay, WI 54301 (414) 448-5111 1 (800) 422-7128 (toll free in WI)

Regional Supervisor Consumer Protection Regional Office Department of Agriculture, Trade and Consumer Protection 3333 N. Mayfair Road, Suite 114 Milwaukee, WI 53222-3288 (414) 266-1231

Mr. James D. Jeffries
Assistant Attorney General
Office of Consumer Protection and Citizen Advocacy
Department of Justice
P.O. Box 7856
Madison, WI 53707-7856
(608) 266-1852
1 (800) 362-8189 (toll free)

Mr. Nadim Sahar Assistant Attorney General Office of Consumer Protection Department of Justice Milwaukee State Office Building 819 North 6th Street, Room 520 Milwaukee, WI 53203-1678 (414) 227-4948 1 (800) 362-8189 (toll free)

# **County Offices**

Mr. Darryl Nevers Assistant District Attorney Milwaukee County District Attorney's Office Consumer Fraud Unit 821 West State Street, Room 412 Milwaukee, WI 53233-1485 (414) 278-4792

Mr. James A. Dehne Consumer Fraud Investigator Racine County Sheriffs Department 717 Wisconsin Avenue Racine, WI 53403 (414) 636-3125

# Wyoming

State Office Mr. Mark Moran, Assistant Attorney General Office of Attorney General 123 State Capitol Building Cheyenne, WY 82002 (307) 777-7874

# State Agencies on Aging

The offices listed in this section coordinate services for older Americans. They provide information on services, programs and opportunities for these consumers. (This list is printed in larger type for the benefit of older consumers.)

Alabama
Dr. Oscar D. Tucker
Executive Director
Alabama Commission on Aging
RSA Plaza
770 Washington Avenue
Suite 470
Montgomery, AL 36130
(205) 242-5743
1 (800) AGELINE (toll free in AL)

# Alaska

Ms. Connie J. Sipe Executive Director Older Alaskans Commission P.O. Box 110209 Juneau, AK 99811-0209 (907) 465-3250

American Samoa Mata'u Taele (Director) Territorial Administration on Aging Government of American Samoa Pago Pago, AS 96799 011 (684) 633-1251

### Arizona

Mr. Richard Littler, Administrator Aging and Adult Administration 1789 West Jefferson, 950A Phoenix, AZ 85007 (602) 542-4446 Arkansas

Mr. Herb Sanderson, Director

Division of Aging and Adult Services

Department of Human Services

P.O. Box 1437, Slot 1412

Little Rock, AR 72203-1437

(501) 682-2441

1 (800) 482-8049 (toll free in AR, Adult Protective Services only)

California

Mr. Robert P. Martinez, Director

Department of Aging

1600 K Street

Sacramento, CA 95814

(916) 322-5290

(916) 323-8913 (TDD)

1 (800) 231-4024 (Ombudsman

Hotline-toll free in CA)

# Colorado

Ms. Karen Beye

**Executive Director** 

Colorado Department of Social Services

1575 Sherman Street

Denver, CO 80203-1714

(303) 866-5800

### Connecticut

Ms. A. Cynthia Matthews

Commissioner

Department on Aging

175 Main Street

Hartford, CT 06106

(203) 566-3238

1 (800) 443-9946

(toll free voice/TDD in CT)

### Delaware

Ms. Eleanor L. Cain, Director

Department of Health and Social Services

Division of Aging

1901 North DuPont Highway

New Castle, DE 19720

(302) 577-4791

1 (800) 223-9074

(toll free in DE)

District of Columbia

Ms. Jearline F. Williams

**Executive Director** 

D.C. Office on Aging 1424 K Street, N.W., 2nd Floor Washington, DC 20005 (202) 724-5623

### Florida

Ms. Conchy T. Bretos Assistant Secretary Aging and Adult Services 1321 Winewood Boulevard Room 323 Tallahassee,FL 32399-0700 (904) 488-8922

### Georgia

Mrs. Judith E. Hagebak, Director Office of Aging 878 Peachtree Street, N.E. Suite 632 Atlanta, GA 30309 (404) 894-5333

#### Guam

Ms. D. Renee Anderson, MHR Administrator Division of Senior Citizens Government of Guam - DPH & SS P.O. Box 2816 Agana, GU 96910 (671) 632-4141 (671) 632-4153 (671) 632-4162

# Hawaii

Dr. Jeanette Takamura, Director Executive Office on Aging 335 Merchant Street, Suite 241 Honolulu, HI 96813 (808) 586-0100 1 (800) 468-4644 (toll free in HI)

# Idaho

Mr. Kenneth C. Wilkes Director Idaho Office on Aging Statehouse, Room 108 Boise, ID 83720 (208) 334-3833

# Illinois

Ms. Maralee I. Lindley, Director Department on Aging 421 East Capitol Avenue Springfield, IL 62701 (217) 785-2870 1 (800) 252-8966 (toll free voice/TDD)

### Indiana

Ms. Geneva Shedd, Director Aging/In-Home Care Services Division Indiana Family and Social Services Administration P.O. Box 7083 Indianapolis, IN 46207-7083 (317) 232-7020 1 (800) 545-7763 (toll free in IN)

#### Iowa

Ms. Betty Grandquist Executive Director Department of Elder Affairs 914 Grand Avenue, Suite 236 Des Moines, IA 50319 (515) 281-5187 (515) 281-5188 (TDD) 1 (800) 532-3213 (toll free in IA)

#### Kansas

Ms. Joanne Hurst, Secretary Department on Aging Docking State Office Building Room 122 South 915 Southwest Harrison Street Topeka, KS 66612-1500 (913) 296-4986 1 (800) 432-3535 (toll free in KS)

# Kentucky

Mr. S. Jack Williams, Director Division for Aging Services Department for Social Services 275 East Main Street 5th Floor West Frankfort, KY 40621 (502) 564-6930 (502) 564-5497 (TDD) 1 (800) 372-2991 (toll free in KY-Long-Term Care Ombudsman) 1 (800) 372-2973 (toll free TDD in KY-Human Resources Ombudsman) Louisiana Mr. Bobby Fontenot, Director Governors Office of Elder Affairs P.O. Box 80374 Baton Rouge, LA 70898 (504) 925-1700

#### Maine

Ms. Christine Gianopoulos Director Bureau of Elder and Adult Service 35 Anthony Avenue Statehouse, Station 11 Augusta, ME 04333-0011 (207) 624-5335

# Maryland

Ms. Rosalie S. Abrams, Director Office on Aging 301 West Preston Street 10th Floor Baltimore, MD 21201 (410) 225-1100 (410) 383-7555 (TDD) 1 (800) 243-3425 (toll free in MD)

# Massachusetts

Mr. Franklin P. Ollivierre, Secretary **Executive Office of Elder Affairs** One Ashburton Place Boston, MA 02108 (617) 727-7750 1 (800) 882-2003 (toll free in MA) 1 (800) 922-2275 (toll free voice/TDD in MA-Elder Abuse Hotline) Michigan Director Office of Services to the Aging P.O. Box 30026 Lansing, MI 48909 (517) 373-8230

#### Minnesota

Mr. Gerald Bloedow **Executive Secretary** Minnesota Board on Aging 444 Lafayette Road St. Paul, MN 55155-3843

(612) 296-2770 (612) 297-7855 (FAX) 1 (800) 882-6262 (toll free in MN)

Mississippi Mr. Eddie Anderson Director Division of Aging and Adult Services 455 North Lamar Street Jackson, MS 39202 (601) 359-6770 (601) 359-6703 1 (800) 345-6347 (toll free in MS)

Missouri Division of Aging P.O. Box 1337 Jefferson City, MO 65102 (314) 751-8535 1 (800) 392-0210 (toll free)

Montana Mr. Charles Rehbein Coordinator of Aging Services Governor's Office State Capitol Helena, MT 59620 (406) 444-4204 1 (800) 332-2272 (toll free in MT)

Nebraska Ms. Jacklyn J. Smith, Director Nebraska Department on Aging State Office Building P.O. Box 95044 Lincoln, NE 68509 (402) 471-2306

Nevada

Ms. Suzanne Ernst, Administrator Division for Aging Services Department of Human Resources 340 North 11th Street State Mailroom Las Vegas, NV 89158 (702) 486-3545

New Hampshire

Mr. Richard A. Chevrefils, Director Division of Elderly and Adult Services State Office Park South 115 Pleasant St., Annex Bldg. #1 Concord, NH 03301-3843 (603) 271-4680 1 (800) 351-1888 (toll free in NH)

New Jersey
Ms. Lois Hull, Director
Division on Aging
Department of Community Affairs
CN 807
Trenton, NJ 08625-0807
(609) 292-4833
1 (800) 792-8820 (toll free in NJ)

New Mexico Ms. Michelle Lujan Grisham Director, State Agency on Aging 224 East Palace Avenue Santa Fe, NM 87501 (505) 827-7640 (voice/TDD) 1 (800) 432-2080 (toll free in NM)

New York
Ms. Jane Gould, Director
New York State Office for the Aging
Agency Building 2, ESP
Albany, NY 12223
(518) 474-4425
1 (800) 342-9871 (toll free in NY)

North Carolina Ms. Bonnie M. Cramer, Director Division of Aging Department of Human Resources Caller Box No. 29531 693 Palmer Drive Raleigh, NC 27626-0531 (919) 733-3983 1 (800) 662-7030 (toll free voice/TDD in NC)

North Dakota Ms. Linda Wright, Director Aging Services Department of Human Service Northbrook Mall 1929 N. Washington Street P.O. Box 7070 Bismarck, ND 58507-7070 (701) 224-2577 1 (800) 755-8521 (toll free in ND)

### Ohio

Ms. Judith Y. Brachman, Director
Ohio Department of Aging
50 West Broad Street, 9th Floor
Columbus, OH 43266-0501
(614) 466-5500
(614) 466-6191 (TDD)
1 (800) 282-1206 (toll free in OH-nursing home information)
Oklahoma
Mr. Roy R. Keen
Division Administrator
Aging Services Division
P.O. Box 25352
Oklahoma City, OK 73125
(405) 521-2327
(405) 521-2328 (TDD)

# Oregon

Mr. James C. Wilson Administrator Senior and Disabled Services Division Department of Human Resources State of Oregon 500 Summer St. NE, 2nd Floor Salem, OR 97310-1015 (503) 378-4728 1 (800) 282-8096 or 1 (800) 232-3020 (toll free voice/TDD in OR)

# Pennsylvania

Ms. Linda M. Rhodes, Secretary Department of Aging Market Street State Office Building 400 Market Street Harrisburg, PA 17101-2301 (717) 783-1550

Puerto Rico Ms. Ruby Rodriguez Executive Director Office of Elder Affairs Call Box 50063 Old San Juan Station, PR 00902 (809) 721-4560

Rhode Island Ms. Maureen Maigret, Director Department of Elderly Affairs 160 Pine Street Providence, RI 02903 (401) 277-2880 (voice/TDD) 1 (800) 322-2880 (toll free in RI)

South Carolina
Ms. Ruth Q. Seigler
Executive Director
South Carolina Commission on Aging
400 Arbor Lake Drive
Suite B-500
Columbia, SC 29223
(803) 735-0210
1 (800) 868-9095 (toll free)

South Dakota Ms. Gail Ferris, Administrator Office of Adult Services and Aging 700 Governors Drive Pierre, SD 57501 (605) 773-3656

Tennessee Ms. Emily Wiseman, Director Commission on Aging 706 Church Street, Suite 201 Nashville, TN 37243-0860 (615) 741-2056

Texas
Ms. Mary Sapp
Executive Director
Texas Department on Aging
P.O. Box 12786
Austin, TX 78711
(512) 444-2727 (voice/TDD)
1 (800) 252-9240 (toll free in TX)

Utah Ms. Robin Arnold-Williams Director Division of Aging and Adult Services P.O. Box 45500 Salt Lake City, UT 84145-0500 (801) 538-3910

#### Vermont

Mr. Lawrence G. Crist Commissioner Department of Aging and Disabilities 103 South Main Street Waterbury, VT 05671-2301 (802) 241-2400 (voice/TDD)

Virgin Islands Mrs. Juel T. R. Molloy Commissioner Department of Human Services Knud Hansen Complex, Bldg. A 1303 Hospital Ground Charlotte Amalie, VI 00802 (809) 774-0930

# Virginia

Ms. Thelma E. Bland Commissioner Department for the Aging 700 East Franklin Street 10th Floor Richmond, VA 23219-2327 (804) 225-2271 (voice/TDD) 1 (800) 552-4464 (toll free in VA) 1 (800) 552-3402 (toll free in VA-Ombudsman Hotline)

# Washington

Mr. Charles Reed **Assistant Secretary** Aging and Adult Services Administration, DSHS P.O. Box 45050 Olympia, WA 98504-5050 (206) 493-2509 1 (800) 422-3263 (toll free in WA)

# West Virginia

Mr. William E. Lytton, Jr. Interim Executive Director Commission on Aging Holly Grove, 1900 Kanawha Boulevard, E. Charleston, WV 25305-0160 (304) 558-3317

Wisconsin Ms. Donna McDowell, Director Bureau on Aging P.O. Box 7851 Madison, WI 53707 (608) 266-2536

Wyoming Mr. Morris L. Gardner, Administrator Division on Aging 139 Hathaway Building Cheyenne, WY 82002-0480 (307) 777-7986 1 (800) 442-2766 (toll free)

# **State Banking Authorities**

The offices listed below regulate and supervise state-chartered banks. Many of them handle or refer problems and complaints about other types of financial institutions as well. Some also answer general questions about banking and consumer credit. If you are dealing with a federally chartered bank, check the listing of "Selected Federal Agencies," beginning on page 105. Also see the information in "Selecting a Financial Institution" on page 18.

Alabama Mr. Zack Thompson Superintendent of Banks 101 South Union Street Montgomery, AL 36130 (205) 242-3452

### Alaska

Mr. Willis F. Kirkpatrick Director of Banking, Securities and Corporations P.O. Box 110807 Juneau, AK 99811-0807 (907) 465-2521

#### Arizona

Mr. Richard C. Houseworth Superintendent of Banks Arizona State Banking Dept. 2910 North 44th Street Suite 310 Phoenix, AZ 85018 (602) 255-4421 1 (800) 544-0708 (toll free in AZ)

#### Arkansas

Mr. Bill J. Ford Bank Commissioner Tower Building 323 Center Street, Suite 500 Little Rock, AR 72201-2613 (501) 324-9019

### California

Mr. James E. Gilleran Superintendent of Banks 111 Pine Street, Suite 1100 San Francisco, CA 94111 -5613 (415) 557-3535 1 (800) 622-0620 (toll free in CA)

For consumer complaints against CA state-licensed banks, the "800" number reaches the Consumer Services Office, located in Sacramento, CA.

### Colorado

Ms. Barbara M.A. Walker State Bank Commissioner Division of Banking 1560 Broadway St., Suite 1175 Denver, CO 80202 (303) 894-7575

# Connecticut

Mr. Ralph Shulansky Banking Commissioner 44 Capitol Avenue Hartford, CT 06106 (203) 566-4560

### Delaware

Mr. Keith H. Ellis State Bank Commissioner 555 E. Loockerman Street Suite 210 Dover, DE 19901 (302) 739-4235

District of Columbia

Ms. Linda Flemming McGhee

Acting Superintendent of Banking and Financial Institutions 1250 I

Street, N.W. Suite 1003 Washington, DC 20005 (202) 727-1563

Florida Mr. Gerald Lewis State Comptroller State Capitol Tallahassee, FL 32399-0350 (904) 488-0286 1 (800) 848-3792 (toll free in FL)

Georgia Mr. Edward D. Dunn Commissioner Banking and Finance 2990 Brandywine Road Suite 200 Atlanta, GA 30341-5565

Atlanta, GA 30341-(404) 986-1633

Guam Mr. Joaquin Blaz Director Department of Revenue and Taxation 855 West Marine Drive Agana, GU 96910 011 (671) 477-5107

Hawaii Ms. Lynne Himeda Commissioner Financial Institutions P.O. Box 2054 Honolulu, HI 96805 (808) 586-2820

Idaho Mr. Belton J. Patty Director Department of Finance 700 West State Street 2nd Floor Boise, ID 83720-2700 (208) 334-3319

Illinois Mr. Richard Luft Commissioner of Banks and Trust Companies 117 South Fifth Street Room 100 Springfield, IL 62701 (217) 785-2837 1 (800) 634-5452 (toll free in IL-credit card rate information only)

Indiana

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Mr. R. H. Buenneke Superintendent of Banking 200 East Grand, Suite 300 Des Moines, IA 50309 (515) 281-4014

Kansas

Mr. Frank D. Dunnick State Bank Commissioner 700 Jackson Street, Suite 300 Topeka, KS 66603-3714 (913) 296-2266 (913) 296-0168 (FAX)

Kentucky

Mr. Edward B. Hatchett, Jr. Commissioner, Department of Financial Institutions 477 Versailles Road Frankfort, KY 40601 (502) 564-3390

Louisiana

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Missouri Mr. Earl L. Manning Commissioner of Finance P.O. Box 716 Jefferson City, MO 65102 (314) 751-3242

Montana

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New Jersey Mr. Jeff Connor Commissioner of Banking 20 West State Street CN-040 Trenton, NJ 08625 (609) 292-3420

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1 (800) 452-3328 (toll free in WI-complaints only)

Wyoming Ms. Sue E. Mecca Commissioner Division of Banking Herschler Building 3rd Floor East Cheyenne, WY 82002 (307) 777-7797

# State Insurance Regulators

Each state has its own laws and regulations for all types of insurance, including car, homeowner and health insurance. The officials listed below enforce these laws. Many of these offices can provide you with information to help you make informed insurance buying decisions. Your local library also will have information that can help you compare insurance companies before making a purchase.

If you have a question or complaint about your insurance company's policies, contact the company before you contact the state insurance regulator.

Alabama Mr. Mike Weaver Insurance Commissioner 135 South Union Street #200 Montgomery, AL 36130 (205) 269-3550

Alaska

The Honorable David J. Walsh Director of Insurance P.O. Box 110805 Juneau, AK 99811-0805 (907) 465-2515

Ms. Thelma Walker Deputy Director Division of Insurance 800 E. Dimond Boulevard Suite 3-560 Anchorage, AK 99515-2045 (907) 349-1230

American Samoa Insurance Commissioner Office of the Governor Pago Pago, AS 96799

#### Arizona

Ms. Susan Gallinger Director of Insurance 3030 North Third Street Suite 1100 Phoenix, AZ 85012 (602) 255-5400

### Arkansas

Mr. Lee Douglass Insurance Commissioner 1123 S. University Avenue Suite 400, University Tower Building Little Rock, AR 72204-1699 (501) 686-2900

### California

Mr. John Garamendi Commissioner of Insurance 770 L Street, Suite 1120 Sacramento, CA 95814 1 (800) 927-HELP (toll free in CA-complaints)

# Colorado

Ms. Joanne Hill Commissioner of Insurance 1560 Broadway St., Suite 850 Denver, CO 80202 (303) 894-7499 Connecticut Mr. Robert R. Googins Insurance Commissioner P.O. Box 816 Hartford, CT 06142-0816 (203) 297-3800

# Delaware

Mrs. Donna Lee H. Williams Insurance Commissioner 841 Silver Lake Boulevard Dover, DE 19901 (302) 739-4251 1 (800) 282-8611 (toll free in DE)

District of Columbia Mr. Robert M. Willis Superintendent of Insurance 441 4th Street, N.W. One Judiciary Square 8th Floor Washington, DC 20001 (202) 727-8000

### Florida

Mr. Tom Gallagher Insurance Commissioner Plaza Level Eleven-The Capitol Tallahassee, FL 32399-0300 (904) 922-3100 1 (800) 342-2762 (toll free in FL)

# Georgia

Mr. Tim Ryles Insurance Commissioner 2 Martin L. King, Jr. Drive Atlanta, GA 30334 (404) 656-2056

### Guam

Mr. Joaquin Blaz Insurance Commissioner 855 West Marine Drive Agana, GU 96910

#### Hawaii

Ms. Linda Chu Takayama Insurance Commissioner P.O. Box 3614 Honolulu, HI 96811-3614 (808) 586-2790

### Idaho

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### Indiana

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(617) 727-7189, ext. 300 (consumer service number)

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### Minnesota

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# Mississippi

Mr. George Dale

Commissioner of Insurance 1804 Walter Sillers Building 550 High Street Jackson, MS 39201-1190 (601) 359-3569 1 (800) 562-2957 (toll free in MS-claims only)

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(314) 526-4536 (TDD)
1 (800) 726-7390 (toll free in MO)

### Montana

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### Nevada

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New Hampshire Mr. Louis E. Bergeron Insurance Commissioner 169 Manchester Street Concord, NH 03301 (603) 271-2261 1 (800) 852-3416 (toll free in NH-consumer services)

New Jersey Mr. Samuel F. Fortunato Commissioner Department of Insurance 20 West State Street CN325 Trenton, NJ 08625 (609) 292-5363

New Mexico Mr. Fabian Chavez Superintendent of Insurance PERA Building, Room 428 P.O. Drawer 1269 Santa Fe, NM 87504-1269 (505) 827-4500

New York
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(212) 602-0429
1 (800) 342-3736 (toll free in NY--consumer services)

North Carolina Mr. James E. Long Commissioner of Insurance Dobbs Building P.O. Box 26387 Raleigh, NC 27611 (919) 733-7343 1 (800) 662-7777 (toll free in NC)

North Dakota Mr. Glenn R. Pomeroy Commissioner of Insurance Capitol Building, 5th Floor 600 East Boulevard Avenue Bismarck, ND 58505-0320 (701) 224-2440 1 (800) 247-0560 (toll free in ND)

Ohio

Mr. Harold T. Duryee

Director of Insurance 2100 Stella Court Columbus, OH 43266-0566 (614) 644-2651

Consumer Services (614) 644-2673 1 (800) 686-1526 (toll free in OH)

Fraud Division (614) 644-2671 1 (800) 686-1527 (toll free in OH)

Oklahoma Ms. Cathy Weatherford Insurance Commissioner P.O. Box 53408 Oklahoma City, OK 73152-3408 (405) 521-2828 1 (800) 522-0071 (toll free in OK)

# Oregon

Mr. Gary K. Weeks Insurance Commissioner 21 Labor and Industries Bldg. Salem, OR 97310-0765 (503) 378-4120

Pennsylvania Ms. Cynthia M. Maleski Insurance Commissioner Strawberry Square, 13th Floor Harrisburg, PA 17120 (717) 783-0442

Puerto Rico Mr. Juan Antonio Garcнa Commissioner of Insurance Fernandez Juncos Station P.O. Box 8330 Santurce, PR 00910 (809) 722-8686

Rhode Island Mr. Sheldon Whitehouse Insurance Commissioner 233 Richmond Street Providence, RI 02903 (401) 277-2246 South Carolina Mr. John G. Richards V Chief Insurance Commissioner P.O. Box 100105 Columbia, SC 29202-3105 (803) 737-6117 1 (800) 768-3467 (toll free in SC-consumer department)

South Dakota Ms. Darla L. Lyon Director of Insurance Insurance Building 910 East Sioux Avenue Pierre, SD 57501-3940 (605) 773-3563

Tennessee Ms. Elaine A. McReynolds Commissioner of Insurance 500 James Robertson Parkway Nashville, TN 37243-0565 (615) 741-2241

1 (800) 342-4029 (toll free in TN)

#### **Texas**

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Texas Department of Insurance
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(512) 463-6500
1 (800) 252-3439 (toll free in TX--complaints)

#### Utah

Mr. Robert E. Wilcox Commissioner of Insurance 3110 State Office Building Salt Lake City, UT 84114 (801) 538-3804

## Vermont

Ms. Elizabeth R. Costle Commissioner Department of Banking, Insurance and Securities 89 Main Street, Drawer 20 Montpelier, VT 05620-3101 (802) 828-3301 Virgin Islands Mr. Derek M. Hodge Commissioner of Insurance Kongens Gade 18 St. Thomas, VI 00802 (809) 774-2991

Virginia
Mr. Steven T. Foster
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Tyler Building
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Richmond, VA 23209 (804) 371-9741 (804) 225-3806 (TDD)

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1 (800) 562-6900 (toll free in WA)

West Virginia Mr. Hanley C. Clark Insurance Commissioner 2019 Washington Street, East P.O. Box 50540 Charleston, WV 25305-0540 (304) 348-3394

1 (800) 642-9004 (toll free in WV)

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Wyoming Mr. John McBride Commissioner of Insurance Herschler Building 122 West 25th Street Cheyenne, WY 82002-0440 (307) 777-7401 1 (800) 438-5768 (toll free in WY)

# State Securities Administrators

Each state has its own laws and regulations for securities brokers and all types of securities, including stocks, mutual funds, commodities, real estate offerings, uninsured investment products sold by banks and others. The officials and agencies listed below enforce these laws and regulations. Many of these offices can provide you with information to help you make informed investment decisions.

State securities agencies are also responsible for preventing fraud and abuse in the sale of all but the largest securities offerings.

If you have a question or complaint about an investment you have made or are about to make, call the company or the bank involved. If your complaint or question is not resolved, call the appropriate state securities agency below.

#### Alabama

Mr. Robert B. Rinehart Director Securities Commission 770 Washington Street, Suite 570 Montgomery, AL 36130-4700 (205) 242-2984 (205) 242-0240

#### Alaska

Mr. L. P. Carroll Senior Examiner, State of Alaska Department of Commerce and Economic Development Banking and Securities P.O. Box 110807 Juneau, AK 99811-0807 (907) 465-2521

#### Arizona

Duty Investigator Corporation Commission Securities Division 1300 West Washington, Third floor Phoenix, AZ 85007 (602) 542-4242 (602) 542-3583(fax)

#### Arkansas

Mr. Joe E. Madden, Jr. Commissioner Securities Department Heritage West Building 201 East Markham, 3rd Floor Little Rock, AR 72201-1692 (501) 324-9260 (501) 324-9268 (fax)

#### California

Commissioner
Department of Corporations
3700 Wilshire Boulevard, Suite 600
Los Angeles, CA 90010-3001
(213) 736-2741
(213) 736-3593 (fax)

## Colorado

Mr. Philip A. Feigin Securities Commissioner Division of Securities 1580 Lincoln, Suite 420 Denver, CO 80203 (303) 894-2320

#### Connecticut

Mr. Ralph M. Shulansky Banking Commissioner Department of Banking 44 Capitol Avenue Hartford, CT 06106 (203) 566-4560 (203) 566-8382 (fax)

#### Delaware

Mr. Richard W. Hubbard Securities Commissioner Department of Justice Division of Securities State Office Building 820 N. French Street, 8th Floor Wilmington, DE 19801 (302) 577-2515 (302) 655-0576 (fax)

#### District of Columbia

Mr. James F. Whitescarver, Jr. Director of Securities D.C. Securities Commission 450 5th Street, N.W., Suite 821 Washington, D.C. 20001 (202) 626-5105

#### Florida

Mr. Gerald Lewis
Office of Comptroller
Department of Banking
and Finance
State of Florida
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1 (800) 438-5326 (toll free in Florida)
(904) 681-2428 (fax)

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Secretary of State
Office of the Secretary of State
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Suite 315, West Tower
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(404) 651-9059 (fax)

#### Hawaii

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#### Idaho

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#### Illinois

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Division of Consumer Affairs
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#### Ohio

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#### Oklahoma

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# Oregon

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Division of Finance & Corporate Securities
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(503) 378-4140 (Finance Section)
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# 1 (800) 654-5984 (toll free-TDD/AT&T Relay Center) (717) 783-5122 (fax)

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(809) 723-3857 (FAX)

Mr. Juan Rivera Reyes Assistant Securities Commissioner (809) 723-8359 (809) 723-8403

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## Rhode Island

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Department of State
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#### Wisconsin

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# Wyoming

Ms. Kathy Karpan Secretary of State & Securities Commissioner Securities Division State Capitol Building Cheyenne, WY 82002-0020 (307) 777-7370

# **State Utility Commissions**

State utility commissions regulate consumer service and rates for gas, electricity and a variety of other services within your state. These services include rates for telephone calls and moving household goods. In some states, the utility commissions regulate water and transportation rates. Rates for utilities and services provided between states are regulated by the Federal government.

Many utility commissions handle consumer complaints. Sometimes, if a number of complaints are received about the same utility matter, they will conduct investigations.

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Wyoming Mr. Bil Tucker Chairman Public Service Commission 700 West 21st Street Cheyenne, WY 82002 (307) 777-7427 (307) 777-5700 (FAX)

# State Vocational and Rehabilitation Agencies

State vocational and rehabilitation agencies coordinate and provide a number of services for disabled persons. These services can include counseling, evaluation, training and job placement. There are also services for the sight and hearing impaired. For more information, call or write the office nearest you.

# Alabama

Ms. Lamona H. Lucas Director Division of Rehabilitation Services P.O. Box 11586 Montgomery, AL 36111-0586 (205) 281-8780

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American Samoa Mr. Peter Galeai Director Vocational Rehabilitation Department of Manpower Resources Pago Pago, AS 96799 011 (684) 633-2336

#### Arizona

Mr. Roger J. Hodges Administrator Rehabilitation Services Administration (930A) 1789 West Jefferson, 2nd Floor N.W. Phoenix, AZ 85007 (602) 542-3332 (602) 542-6049 (voice/TDD)

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Division of Vocational & Technical Education
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Department of Education
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Ms. Shirley Smith Director Department of Services for the Blind 521 East Legion Way P.O. Box 40933 Olympia, WA 98504-0933 (206) 586-1224 (206) 586-6437 (TDD)

West Virginia
Mr. John Panza
Director
Division of Rehabilitation Services
State Board of Rehabilitation
P.O. Box 50890
State Capitol Complex
Charleston, WV 25305-0890
(304) 766-4600
(304) 766-4970 (voice/TDD)
1 (800) 642-3021 (toll free in WV)

### Wisconsin

Ms. Judy R. Norman-Nunnery, Ph.D. Administrator
Division of Vocational Rehabilitation
Department of Health and Social Services
1 West Wilson, 8th Floor
Madison, WI 53707-7852
(608) 266-5466
(608) 266-1281 (voice/TDD)
1 (800) 362-1290 (toll free in WI)

Wyoming
Mr. Gary W. Child
Administrator
Division of Vocational Rehabilitation
Department of Employment
1 East Herschler Building
Cheyenne, WY 82002
(307) 777-7385
(307) 777-7389 (voice/TDD)

# State Weights and Measures Offices

State weights and measures offices enforce laws and regulations about the labeling, weight, measure or count of such packaged items as food and household products. These offices also check the accuracy of weighing and measuring devices, for example, supermarket scales, gasoline pumps, taxicab meters and rental car odometers.

Some city and county offices have weights and measures functions,

in addition to the state offices listed below. Contact the state office for the appropriate weights and measures office or check your local telephone directory under the government listings for your local weights and measures office. The office might be listed under either the city or county bureau of standards, agriculture or consumer protection.

Alabama Mr. Don E. Stagg Director Weights and Measures Division Department of Agriculture P.O. Box 3336 Montgomery, AL 36109-0336 (205) 242-2614 1 (800) 321-0018 (toll free in AL)

Alaska

Mr. Edward Moses

Director

Mr. Aves D. Thompson

Chief Inspector

Weights and Measures

Department of Commerce and Economic Development

Division of Measurement Standards

12050 Industry Way

Huffman Business Park

**Building O** 

Anchorage, AK 99515

(907) 345-7750

1 (800) 478-7636 (toll free in AK)

Arizona

Mr. John U. Hays

Director

Department of Weights and Measures

9535 E. Doubletree Ranch Road

Scottsdale, AZ 85250

(602) 255-5211

Arkansas

Mr. James M. Hile

Director

Bureau of Standards

4608 West 61st Street

Little Rock, AR 72209

(501) 324-9681

California
Mr. Darrell A. Guensler
Assistant Director
Division of Measurement Standards
Department of Food and Agriculture
8500 Fruitridge Road
Sacramento, CA 95826
(916) 387-4241

Colorado Mr. David Wallace Chief Measurements Standards Section Department of Agriculture 3125 Wyandot Street Denver, CO 80211 (303) 866-2845

Connecticut
Mr. Allan M. Nelson
Director
Weights and Measures Division
Department of Consumer Protection
State Office Building
Room A-29
165 Capitol Avenue
Hartford, CT 06106
(203) 566-5230

Delaware Administrator - William Lagemann Office of Weights and Measures Department of Agriculture 2320 South DuPont Highway Dover, DE 19901-9999 (302) 739-4811 1 (800) 282-8685 (Delaware only)

District of Columbia Mr. Jeffrey Mason, Lead Inspector Weights and Measures Market Branch Department of Consumer and Regulatory Affairs 1110 U Street, S.E. Washington, DC 20020 (202) 767-7923

Florida Mr. Max Gray Chief

Bureau of Weights and Measures Department of Agriculture and Consumer Services 3125 Conner Boulevard Building #2 Tallahassee, FL 32399-1650 (904) 488-9140

Georgia

Mr. Bill Truby Assistant Commissioner Division of Weights and Measures Department of Agriculture Agriculture Building Atlanta, GA 30334 (404) 656-3605

Hawaii

Mr. James E. Maka Administrator Measurement Standards Department of Agriculture 725 Ilalo Street Honolulu, HI 96813-5524 (808) 586-0886

Idaho

Mr. Glen H. Jex Chief Bureau of Weights and Measures Department of Agriculture 2216 Kellogg Lane Boise, ID 83712 (208) 334-2345

Illinois

Mr. Sidney A. Colbrook
Manager
Bureau of Weights and Measures
Department of Agriculture
801 East Sangamon Avenue
P.O. Box 19281
Springfield, IL 62794-9281
(217) 782-3817

Indiana

Division Director Weights and Measures Division State Department of Health 1330 West Michigan Street Indianapolis, IN 46206-1964 (317) 633-0350

Iowa

Mr. Jerry L. Bane Bureau Chief Weights and Measures Department of Agriculture and Land Stewardship H.A. Wallace Building Des Moines, IA 50319 (515) 281-5716

Kansas

Mr. DeVern H. Phillips State Sealer Weights and Measures Division State Board of Agriculture 2016 South West 37th Street Topeka, KS 66611-2570 (913) 267-4641

Kentucky Mr. Danny R. Willis Director Division of Weights and Measures Department of Agriculture 106 West Second Street Frankfort, KY 40601-2882 (502) 564-4870

Louisiana Mr. Ronald Harrell Director Weights and Measures Department of Agriculture P.O. Box 3098 Baton Rouge, LA 70821-3098 (504) 925-3780

Maine

Mr. Clayton F. Davis Director Division of Regulations State House Station 28 Augusta, ME 04333 (207) 289-3841 (207) 289-4470 (TDD) Maryland Mr. Louis E. Straub Chief Weights and Measures Section Maryland Department of Agriculture 50 Harry S. Truman Parkway Annapolis, MD 21401 (410) 841-5790

Massachusetts
Mr. Charles H. Carroll
Assistant Director of Standards
Division of Standards
One Ashburton Place
McCormick Building
Room 1115
Boston, MA 02108
(617) 727-3480

Michigan
Edward Heffron, D.V.M.
Division Director
Food Division
Department of Agriculture
Ottawa Building North
4th Floor
P.O. Box 30017
Lansing, MI 48909
(517) 373-1060

Minnesota Mr. Michael F. Blacik Director Division of Weights and Measures Department of Public Service 2277 Highway 36 St. Paul, MN 55113-3800 (612) 639-4010

Mississippi Mr. William P. Eldridge Director Weights and Measures Division Department of Agriculture 500 Greymont Avenue Jackson, MS 39215-1609 (601) 354-7077

Missouri Mr. Lester Barrows Director Weights and Measures Division Department of Agriculture P.O. Box 630 Jefferson City, MO 65102-0630 (314) 751-4278

Montana

Mr. W. James Kembel Bureau Chief Bureau of Weights and Measures Department of Commerce Capitol Station Helena, MT 59620 (406) 444-3164

Nebraska

Mr. Steven A. Malone
Director
Division of Weights and Measures
Department of Agriculture
301 Centennial Mall South
4th Floor
P.O. Box 94757
Lincoln, NE 68509
(402) 471-4292

Nevada

(402) 471-3252 (FAX)

Mr. William H. McCrea State Supervisor Department of Agriculture Weights and Measures P.O. Box 11100 Reno, NV 89510-1100 (702) 688-1166

New Hampshire Mr. Stephen Taylor Commissioner Department of Agriculture Bureau of Weights and Measures P.O. Box 2042 Concord, NH 03302-2042 (603) 271-3700

New Jersey Mr. William J. Wolfe State Superintendent State Office of Weights and Measures 1261 Routes 1 and 9 South Avenel, NJ 07001 (908) 815-4840

New Mexico Mr. Gary West Director Division of Standards and Consumer Services Department of Agriculture P.O. Box 30005, Dept. 3170 Las Cruces, NM 88003-0005 (505) 646-1616

New York Mr. John J. Bartfai Director Bureau of Weights and Measures Department of Agriculture & Markets 1 Winners Circle Albany, NY 12235 (518) 457-3452

North Carolina Mr. N. David Smith Director, Standards Division Department of Agriculture P.O. Box 27647-Dept. SD Raleigh, NC 27611 (919) 733-3313

North Dakota Mr. Alan Moch Director Division of Testing and Safety State Capitol Bismarck, ND 58505-0480 (701) 224-2413 1 (800) 932-2400 (toll free in ND)

#### Ohio

John J. Steinberger, Chief Division of Weights and Measures Department of Agriculture 8995 East Main Street, Bldg. 5 Reynoldsburg, OH 43068 (614) 866-6361

Oklahoma Mr. O. Ray Elliott Director Agricultural Products Division Department of Agriculture 2800 North Lincoln Boulevard Oklahoma City, OK 73105 (405) 521-3864, ext. 243

Oregon Mr. Kendrick J. Simila Administrator Measurement Standards Department of Agriculture 635 Capitol Street, N. E.

Salem, OR 97310-0110

(503) 378-3792

Pennsylvania

Mr. Neil E. Cashman Jr.

Director

Bureau of Ride and Measurement Standards

Department of Agriculture 2301 North Cameron Street Harrisburg, PA 17110

(717) 787-9089

Puerto Rico

Mr. Francisco F. Aponte Ortiz Auxiliary Secretary for Complaints Department of Consumer Affairs P.O. Box 41059 Minillas Station Santurce, PR 00940 (809) 721-3190

Rhode Island Ms. Lynda L. Maurer Supervising Meteorologist Mercantile Division Department of Labor 610 Manton Avenue Providence, RI 02909 (401) 272-0700

South Carolina Mr. Carol P. Fulmer Assistant Commissioner of Consumer Services Division Department of Agriculture P.O. Box 11280 Columbia, SC 29211-1280

### (803) 737-2080

South Dakota Mr. Michael Kumm Director Division of Commercial Inspection and Regulation 118 West Capitol Pierre, SD 57501-2036 (605) 773-3697

### Tennessee

Mr. Robert Williams Standards Administrator Weights and Measures Department of Agriculture P.O. Box 40627 Melrose Station Nashville, TN 37204 (615) 360-0109

Texas Mr. Ed Price Director Weights and Measures Program Department of Agriculture P.O. Box 12847 Austin, TX 78711 (512) 463-7602

Utah Mr. Kyle R. Stephens Director Division of Regulatory Services State Department of Agriculture 350 North Redwood Road Salt Lake City, UT 84116 (801) 538-7150

Vermont
Mr. Bruce A. Martell
Supervisor
Consumer Assurance Section
Department of Agriculture, Food & Markets
116 State Street
Drawer 20
Montpelier, VT 05620-2901
(802) 828-2436

Virgin Islands

Ms. Joycelyn Encarnacion Director Weights and Measures Division Dept. of Licensing and Consumer Affairs Golden Rock Shopping Center Christiansted St. Croix, VI 00820 (809) 773-2226

### Virginia

Mr. J. Alan Rogers Program Manager Office of Weights and Measures Department of Agriculture and Consumer Services P.O. Box 1163, Room 403 Richmond, VA 23209-1163 (804) 786-2476

# Washington

Mr. Bob Arrington Program Manager Weights and Measures Department of Agriculture P.O. Box 42560 Olympia, WA 98504-2560 (206) 902-1857

### West Virginia

Mr. Karl Angell, Jr., Acting Director Division of Weights and Measures Department of Labor 570 W. MacCorkle Avenue St. Alban, WV 25177 (304) 722-0602

#### Wisconsin

Ms. Merry Fran Tryon
Director
Bureau of Consumer Protection
Department of Agriculture, Trade and Consumer Protection
801 West Badger Road
P.O. Box 8911
Madison, WI 53708
(608) 266-2225
1 (800) 422-7128 (toll free in WI)

# Wyoming

Mr. Jim Bigelow

Technical Services Manager

Consumer/Compliance Division Department of Agriculture 2219 Carey Avenue Cheyenne, WY 82002-0100 (307) 777-6591

# Military Commissary and Exchange Contacts

Consumers who shop at military commissaries and exchanges and who have a question or problem should contact the local manager before contacting the regional offices listed in this section. If your problem is not resolved at the local level, then write or call the regional office nearest you. Be sure to discuss the problem with the local and regional offices before contacting the national headquarters of a commissary or exchange.

# **Defense Commissary Agency**

# Northwest/Pacific Region

Mr. Roy C. Speight, Director Defense Commissary Agency Northwest/Pacific Region Building 9630 Fort Lewis, WA 98433-7300 (206) 967-3487/3364 357-3487/7496 (DSN) (206) 967-3663/2231 (FAX)

### Southwest Region

Mr. Scott E. Simpson, Acting Director Defense Commissary Agency Southwest Region Marine Corps Air Station El Toro Building 329, P.O. Box 9600 Santa Ana, CA 92709-6000 (714) 726-4277 997-4277 (DSN) (714) 726-4278/4279 (FAX)

### Midwest Region

Col. James H. Scott, USAF Commander Defense Commissary Agency Midwest Region 300 AFCOMS Way Kelly Air Force Base, TX 78241-6132 (512) 925-6655 945-6655 (DSN) (512) 925-2619 (FAX)

# Central Region

Mr. Cecil E. Saunders, Director Defense Commissary Agency Central Region 1140 Gator Boulevard Naval Amphibious Base, Little Creek Norfolk, VA 23521-2228 (804) 363-3500 680-3500 (DSN) (804) 363-3565 (FAX)

# Southern Region

Mr. John F. McGowan, Director Defense Commissary Agency Southern Region 60 West Maxwell Boulevard Maxwell Air Force Base, AL 36112-6307 (205) 953-6318 493-6318 (DSN) (205) 953-5388 (FAX) 493-5388 (DSN FAX)

# Northeast Region

Mr. Patrick B. Nixon, Director Defense Commissary Agency Northeast Region Huber Road, Building 2257 Fort George G. Meade, MD 20755-5220 (301) 677-9782 923-9782 (DSN) (301) 621-0532 (FAX)

# **European Region**

Col. Jesse D. Tolleson, USA Commander Defense Commissary Agency Europe Region DeCA-EU-CC Unit 3060 Kapaun Air Station, Germany APO AE 09094-3060 (011) 49-631-3523-150 489-7531/7832 (DSN) (011) 49-631-3523-102 (FAX)

# DeCA Headquarters

Maj. Gen. Richard E. Beale, Jr. Director
Defense Commissary Agency
38th Street and E Avenue
Fort Lee, VA 23801-6300
(804) 734-8717
687-8717 (DSN)
(804) 861-4036 (FAX)

Army and Air Force Exchange Service k

Atlantic Coastal Region P.O. Box 650454 Dallas, TX 75265-0454 (214) 277-7203

Central Plains Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-1960

Desert Mountain Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-1901

Mid South Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-1965

North Eastern Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-1934

Pacific Coastal Region P.O. Box 650429 Dallas, TX 75265-0429 (214) 277-7403 Pacific Northwest Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-1925

Red River Region P.O. Box 660320 Dallas, TX 75266-0320 (214) 277-7103

South Atlantic Region P.O. Box 650447 Dallas, TX 75265-0447 (214) 277-7303

U.S. Headquarters Army and Air Force Exchange Service Headquarters Store Operations Directorate (SO) P.O. Box 660202 Dallas, TX 75266-0202 (214) 312-2952

Marine Corps Exchange Service

Regional Headquarters

Marine Corps Exchange Marine Corps Logistics Support Base, Atlantic Albany, GA 31704 (912) 435-1471

Marine Corps Exchange Headquarters Battalion, HQMC Henderson Hall Arlington, VA 22214 (703) 979-8420

Marine Corps Exchange Marine Corps Logistics Base Barstow, CA 92311 (714) 256-8971

Marine Corps Exchange Marine Corps Base Camp Lejeune, NC 28547 (919) 451-2481 Marine Corps Exchange Marine Corps Base Camp Pendleton, CA 92055 (619) 725-6233

Marine Corps Exchange Marine Corps Air Station Cherry Point, NC 28533 (919) 447-7041

Marine Corps Exchange Marine Corps Air Station Kanehoe Bay, HI 96863 (808) 254-5871

Marine Corps Exchange Camp Elmore U.S. Marine Corps Norfolk, VA 23511 (804) 423-1187

Marine Corps Exchange Marine Corps Recruit Depot Parris Island, SC 29905 (803) 525-3301

Marine Corps Exchange Marine Corps Combat Development Command Quantico, VA 22134 (703) 640-8800

Marine Corps Exchange Marine Corps Recruit Depot San Diego, CA 92140 (619) 297-2500

Marine Corps Exchange Marine Corps Air Station--El Toro Santa Ana, CA 92709 (714) 726-3340

Marine Corps Exchange Marine Corps Air/Ground Combat Center Building 1533 Twentynine Palms, CA 92278 (619) 368-6163

Marine Corps Exchange

Marine Corps Air Station Yuma, AZ 85364 (602) 726-2363

U.S. Headquarters Head Marine Corps Exchange Service Branch P.O. Box 1834 Quantico, VA 22134 (703) 640-6156

Navy Exchange Service Centers

Commanding Officer Navy Exchange Service Center P.O. Box 13 Naval Air Station Jacksonville, FL 32212

Commanding Officer Navy Exchange Service Center Bldg. CD-1, Naval Base Norfolk, VA 23511-0001

Commanding Officer Navy Exchange Service Center Box 133 Pearl Harbor, HI 96860

Commanding Officer Navy Exchange Service Center P.O. Box 150 San Diego, CA 92136-5150

Commanding Officer U.S. Navy Exchange Service Center Europe PSC 810, Box 33 FPO AE 09619-0033

### Federal Information Center

The Federal Information Center (FIC), administered by the General Services Administration (GSA), can help you find information about the Federal government's agencies, services and programs. The FIC also can tell you which office to contact for help with problems.

Simply call the telephone number below for your metropolitan area or state. All the "800" numbers on this list are toll free. These "800" numbers are only for the states and cities listed. If you are not calling from one of these areas, please dial (301) 722-9000.

Users of Telecommunications Devices for the Deaf (TDD/TTY) may call toll-free from any point in the United States by dialing 1 (800) 326-2996.

Alabama Birmingham, Mobile 1 (800) 366-2998

Alaska Anchorage 1 (800) 729-8003

Arizona Phoenix 1 (800) 359-3997

Arkansas Little Rock 1 (800) 366-2998

California Los Angeles, San Diego, San Francisco, Santa Ana 1 (800) 726-4995

Sacramento

1 (800) 726-4995

Colorado

Colorado Springs, Denver, Pueblo 1 (800) 359-3997

Connecticut Hartford, New Haven 1 (800) 347-1997

Florida

Ft. Lauderdale, Jacksonville, Miami, Orlando, St. Petersburg, Tampa, West Palm Beach 1 (800) 347-1997

Georgia Atlanta 1 (800) 347-1997 Hawaii Honolulu 1 (800) 726-4995

Illinois Chicago 1 (800) 366-2998

Indiana Gary 1 (800) 366-2998 Indianapolis 1 (800) 347-1997

Iowa All locations 1 (800) 735-8004

Kansas All locations 1 (800) 735-8004

Kentucky Louisville 1 (800) 347-1997

Louisiana New Orleans 1 (800) 366-2998

Maryland Baltimore 1 (800) 347-1997

Massachusetts Boston 1 (800) 347-1997

Michigan Detroit, Grand Rapids 1 (800) 347-1997

Minnesota Minneapolis 1 (800) 366-2998

Missouri St. Louis, 1 (800) 368-2998 All other locations 1 (800) 735-8004

Nebraska Omaha 1 (800) 366-2998 All other locations 1 (800) 735-8004

New Jersey Newark, Trenton 1 (800) 347-1997

New Mexico Albuquerque 1 (800) 359-3997

New York Albany, Buffalo, New York, Rochester, Syracuse 1 (800) 347-1997

North Carolina Charlotte 1 (800) 347-1997

### Ohio

Akron, Cincinnati, Cleveland, Columbus, Dayton, Toledo 1 (800) 347-1997

Oklahoma Oklahoma City, Tulsa 1 (800) 366-2998

Oregon Portland 1 (800) 726-4995

Pennsylvania Philadelphia, Pittsburgh 1 (800) 347-1997

Rhode Island Providence 1 (800) 347-1997

Tennessee Chattanooga 1 (800) 347-1997 Memphis, Nashville 1 (800) 366-2998

Texas Austin, Dallas, Fort Worth, Houston, San Antonio 1 (800) 366-2998

Utah Salt Lake City 1 (800) 359-3997

Virginia Norfolk, Richmond, Roanoke 1 (800) 347-1997

Washington Tacoma 1 (800) 726-4995

Wisconsin Milwaukee 1 (800) 366-2998

# Selected Federal Agencies

Many Federal agencies have enforcement and/or complaint-handling duties for products and services used by the general public. Others act for the benefit of the public, but do not resolve individual consumer problems.

Agencies also have fact sheets, booklets and other information which might be helpful in making purchase decisions and dealing with consumer problems. If you need help in deciding where to go with your consumer problem, check the index at the end of this book or call the nearest Federal Information Center listed on page 104. The Federal agencies listed below respond to consumer complaints and inquiries.

Architectural and Transportation Barriers Compliance Board 1331 F Street, N.W., Suite 1000 Washington, DC 20004-1111 (202) 272-5434 1 (800) 872-2253 (toll free)

Commission on Civil Rights Look in your telephone directory under "U.S. Government, Civil Rights Commission." If it does not appear, call the appropriate FIC number (see page xx), or contact:
Commission on Civil Rights
624 9th Street, N.W.
Washington, DC 20425
1 (800) 552-6843 (toll free-complaint referral outside DC) (202)
376-8513 (complaint referral in DC)
(202) 376-8116 (TDD--nationwide complaint referral)
(202) 376-8128 (publications)
(202) 376-8312 (public affairs)

Commodity Futures Trading Commission (CFTC) 2033 K Street, N.W. Washington, DC 20581 (202) 254-3067 (complaints only) (202) 254-8630 (information)

### Consumer Information Center (CIC)

CIC publishes the free Consumer Information Catalog which lists more than 200 free and low-cost Federal booklets on a wide variety of consumer topics. For a free copy of the Catalog, write to Consumer Information Catalog, Pueblo, CO 81009, or call (719) 948-4000.

# Department of Agriculture (USDA)

Agricultural Marketing Service Department of Agriculture Washington, DC 20250 (202) 720-7047

Washington, DC 20250

Animal and Plant Health Inspection Service Public Information Department of Agriculture Federal Building, Room 613 6505 Belcrest Road Hyattsville, MD 20782 (301) 436-7799

Cooperative Extension Service
Department of Agriculture
Washington, DC 20250
(202) 720-0987
Or consult county or city government listings in your local telephone directory
for the number of your local Cooperative Extension Service office.
Farmers Home Administration
Department of Agriculture

(202) 720-4323

Food and Nutrition Service Department of Agriculture 3101 Park Center Drive Alexandria, VA 22302 (703) 305-2276

Human Nutrition Information Service Department of Agriculture Federal Building Rooms 360 and 364 6505 Belcrest Road Hyattsville, MD 20782 (301) 436-8617, 7725

Inspector General's Hotline Office of the Inspector General Department of Agriculture P.O. Box 23399 Washington, DC 20026 (202) 690-1622 1 (300) 424-9121 (toll free)

Meat and Poultry Hotline
Food Safety and Inspection Service
Department of Agriculture
Washington, DC 20250
(202) 720-3333 (voice/TDD)
1 (800) 535-4555 (toll free voice/TDD outside DC)

Office of the Consumer Advisor Department of Agriculture Washington, DC 20250 (202) 720-3975

Office of Public Affairs Visitor Information Center Department of Agriculture Washington, DC 20250

Department of Commerce

Bureau of the Census Customer Services Data User Services Division Washington, DC 20233 (301) 763-4100 Office of Consumer Affairs Department of Commerce Room 5718 Washington, DC 20230 (202) 377-5001

National Institute of Standards and Technology Office of Weights and Measures Administration Building A617 Gaithersburg, MD 20899 (301) 975-4004

National Marine Fisheries Service Office of Trade and Industry Services Department of Commerce 1335 East-West Highway Silver Spring, MD 20910 (301) 713-2355 (inspection and safety)

Constituent Affairs National Weather Service Department of Commerce Washington, DC 20901 (301) 713-0258

Metric Program
Department of Commerce
National Institute of Standards and Technology
Building 411 Room A146
Gaithersburg, MD 20899
(301) 975-3690

Patent and Trademark Office Department of Commerce Washington, DC 20231 (301) 305-8341

Department of Defense
Office of National Ombudsman
National Committee for Employer Support of the Guard and Reserve
1555 Wilson Boulevard, Suite 200
Arlington, VA 22209-2405
(703) 696-1391
1 (800) 336-4590 (toll free outside DC)
Provides assistance with employer/employee problems for members of the Guard and Reserve and their employers.

Department of Education

Clearinghouse on Disability Information Department of Education C Street, S.W., Room 3132 Washington, DC 20202-2524 (202) 205-8241 (202) 205-8723 (TDD)

Consumer Affairs Staff OIIA Department of Education Room 3061 Washington, DC 20202 (202) 401-3679

Federal Student Financial Aid Information Centers Department of Education 400 Maryland Avenue, S.W. P.O. Box 84 Washington, DC 20044 1 (800) 433-3243 (toll free)

National Clearinghouse on Bilingual Education Hotline Department of Education 1118 22nd Street, N.W. Washington, DC 20037 (202) 467-0867 1 (800) 321-NCBE (toll free outside DC)

Office of Public Affairs Department of Education 400 Maryland Avenue, S.W. Washington, DC 20202 (202) 401-5986

# Department of Energy

For information about conservation and renewable energy: National Appropriate Technology Assistance Service Department of Energy P.O. Box 2525
Butte, MT 59702-2525
1 (800) 428-1718 (toll free in MT)
1 (800) 428-2525 (toll free outside MT)

Conservation and Renewable Energy Inquiry and Referral Service Department of Energy P.O. Box 3048 Merrifield, VA 22116 1 (800) 523-2929 (toll free) Office of Scientific and Technical Information Department of Energy P.O. Box 62 Oak Ridge, TN 37831 (written inquiries only)

Office of Consumer and Public Liaison Department of Energy Washington, DC 20585 (202) 586-5373

Office of Energy Efficiency and Renewable Energy Weatherization Assistance Inquiries: Department of Energy Washington, DC 20585 (202) 586-2204

Department of Health and Human Services (HHS)

### AIDS Hotline

Acquired Immune Deficiency Syndrome 1 (800) 342-AIDS (toll free) 1 (800) 344-7432 (toll free for Spanish speaking) 1 (800) 243-7889 (toll free Spanish TDD)

#### Cancer Hotline

1 (800) 4-CANCER (toll free) During daytime hours, callers in California, Florida, Georgia, Illinois, Northern New Jersey, New York and Texas may ask for

Spanish-speaking staff members.

# Food and Drug Administration (FDA)

Look in your telephone directory under "U.S. Government, Health and Human Services Department, Food and Drug Administration." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Consumer Affairs and Information Staff Food and Drug Administration (HFE-88) Department of Health and Human Services 5600 Fishers Lane Room 16-63 Rockville, MD 20857 (301) 443-3170

Division of Beneficiary Services Health Care Financing Administration (HCFA) Department of Health and Human Services 6325 Security Boulevard Baltimore, MD 21207 1 (800) 638-6833 (toll free) (This is a taped answering service; a specialist will return your call.)

Hill-Burton Free Hospital Care Hotline 1 (800) 492-0359 (toll free in MD) 1 (800) 638-0742 (toll free outside MD)

Inspector General's Hotline HHS/OIG/Hotline P.O. Box 17303 Baltimore, MD 21203-7303 1 (800) 368-5779 (toll free)

National Center on Child Abuse and Neglect Department of Health and Human Services 330 C Street, S.W. Washington, DC 20201 (202) 205-8586

National Health Information Center Department of Health and Human Services P.O. Box 1133 Washington, DC 20013-1133 (301) 565-4167 (Washington Metro Area) 1 (800) 336-4797 (toll free)

National Runaway Switchboard 1 (800) 621-4000 (toll free)

Office of Child Support Enforcement Department of Health and Human Services Washington, DC 20447 (202) 401-9373

Office for Civil Rights
Department of Health and Human Services
Washington, DC 20201
(202) 619-0403
1 (800) 368-1019 (toll free outside DC)
1 (800) 537-7697 (toll free TDD)

Office of Prepaid Health Care Operations and Oversight HCFA Department of Health and Human Services 200 Independence Ave., S.W. Room 423 HHH Washington, DC 20201 (202) 619-3555

President's Council on Physical Fitness and Sports Department of Health and Human Services 701 Pennsylvania Ave., N.W. Suite 250 Washington, DC 20004 (202) 272-3421

Second Surgical Opinion Program
Department of Health and Human Services
Washington, DC 20201
(202) 690-8056

Social Security Administration 1 (800) SSA-1213 (toll free)

Department of Housing and Urban Development (HUD)

HUD Fraud Hotline (202) 708-4200 1 (800) 347-3735 (toll free outside DC)

Interstate Land Sales Registration Division Department of Housing and Urban Development 451 Seventh Street, S.W. Room 6278 Washington, DC 20410 (202) 708-0502

Manufactured Housing and Construction Standards Division Department of Housing and Urban Development L'Enfant Plaza Room 3214 Washington, DC 20410 (202) 755-7430

Office of Fair Housing and Equal Opportunity Department of Housing and Urban Development 451 Seventh Street, S.W. Room 5100 Washington, DC 20410 (202) 708-4252 1 (800) 669-9777 (toll free-Hotline complaints) Office of Single Family Housing Department of Housing and Urban Development 451 Seventh Street, S.W. Room 9282 Washington, DC 20410 (202) 708-3175

Office of Affordable Housing Program Department of Housing and Urban Development 451 Seventh Street, S.W. Room 7164 Washington, DC 20410 (202) 708-2685

Title I Insurance Division
Department of Housing and Urban Development
L'Enfant Plaza
Room 3214
Washington, DC 20410
(202) 755-7400

Department of the Interior

Bureau of Indian Affairs Department of the Interior Washington, DC 20240 (202) 208-3010

Bureau of Land Management Department of the Interior Washington, DC 20240 (202) 208-5717

Office of the Secretary Department of the Interior Washington, DC 20240 (202) 208-3171

National Park Service Department of the Interior Washington, DC 20240 (202) 208-4917

United States Fish and Wildlife Service Department of the Interior Washington, DC 20240 (202) 208-5634 United States Geological Survey Department of the Interior 12201 Sunrise Valley Drive Reston, VA 22092 (703) 648-4427

# Department of Justice

Antitrust Division Department of Justice Washington, DC 20530 (202) 514-2401

# Civil Rights Division

Look in your telephone directory under "U.S. Government, Justice Department, Civil Rights Division." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Civil Rights Division Department of Justice Washington, DC 20530 (202) 514-2151 (202) 514-0716 (TDD)

# Drug Enforcement Administration (DEA)

Look in your telephone directory under "U.S. Government, Justice Department, Drug Enforcement Administration." If it does not appear, call the appropriate FIC number (see page xx) or contact: Drug Enforcement Administration Department of Justice Washington, DC 20537 (202) 307-8000

# Federal Bureau of Investigation (FBI)

Look inside the front cover of your telephone directory for the number of the nearest FBI office. If it does not appear, look under "U.S. Government, Justice Department, Federal Bureau of Investigation." You also may contact:
Federal Bureau of Investigation
Department of Justice
Washington, DC 20535
(202) 324-3000

# Immigration and Naturalization Service (INS)

Look in your telephone directory under "U.S. Government, Justice Department, Immigration and Naturalization Service." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Immigration and Naturalization Service Department of Justice

425 I Street, N.W. Washington, DC 20536 (202) 514-4316 (202) 514-2783 (TDD)

Department of Labor 1 (800) 326-2577 (toll free, 24-hour TDD)

Office of the American Workplace Department of Labor Washington, DC 20210 (202) 219-6045

Coordinator of Consumer Affairs Department of Labor Washington, DC 20210 (202) 219-6060 (general inquiries)

Employment and Training Administration
Look in your telephone directory under "U.S. Government, Labor
Department, Employment and Training Administration." If it does not
appear, call the appropriate FIC number (see page xx) or contact:
Employment and Training Administration
Director, Office of Public Affairs
Department of Labor
Washington, DC 20210
(202) 219-6871

Employment Standards Administration Office of Public Affairs Department of Labor Washington, DC 20210 (202) 219-8743

Mine Safety and Health Administration Office of Information and Public Affairs Department of Labor Ballston Towers #3 Arlington, VA 22203 (703) 235-1452

Occupational Safety and Health Administration (OSHA) Look in your telephone directory under "U.S. Government, Labor Department, Occupational Safety and Health Administration." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Occupational Safety and Health Administration Office of Information and Consumer Affairs Department of Labor Washington, DC 20210 (202) 219-8148

Office of the Assistant Secretary for Veterans' Employment and Training
Department of Labor
Washington, DC 20210
(202) 219-9116
1 (800) 442-2VET (toll free-- Veterans' Job Rights Hotline Office of Labor Management Standards
Department of Labor
Washington, DC 20210
(202) 219-5823

Pension and Welfare Benefits Administration Office of Program Services Department of Labor Washington, DC 20210 (202) 219-8776

Women's Bureau
The Work and Family Clearinghouse
Department of Labor
Washington, DC 20210
(202) 219-4486
1 (800) 827-5335 (toll free)
Employers may contact this office for information about dependent care (child and/or elder care) policies.

Women's Bureau
The Workforce Quality Clearinghouse
Department of Labor
Washington, DC 20210
(202) 219-4486
1 (800) 347-3741 (toll free outside DC)
Employers may contact this office for information about workplace quality resources, e.g., employee training and skills development.
Department of State

Overseas Citizen Services
Department of State
Washington, DC 20520
(202) 647-3666 (non-emergencies)
(202) 647-5226 (emergencies)

Passport Services

Washington Passport Agency 1425 K Street, N.W. Washington, DC 20524 (202) 647-0518

Visa Services Department of State Washington, DC 20520 (202) 633-1225

Department of Transportation (DOT)

Air Safety:

Federal Aviation Administration (FAA) Community and Consumer Liaison Division FAA (APA-200) Washington, DC 20591 (202) 267-3484 1 (800) FAA-SURE (toll free outside DC)

Airline Service Complaints:
Office of Intergovernmental and Consumer Affairs (I-25)
Department of Transportation
Washington, DC 20590
(202) 366-2220

Auto Safety Hotline:

National Highway Traffic Safety Administration (NHTSA) (NEF-11) Department of Transportation Washington, DC 20590 (202) 366-0123 (202) 755-8919 (TDD) 1 (800) 424-9393 (toll tree outside DC) 1 (800) 424-9153 (toll free TDD outside DC)

Boating Safety Classes: Boat U.S. Foundation 880 S. Pickett Street Alexandria, VA 22304 (703) 823-9550 1 (800) 336-2628 (toll free)

Boating Safety Hotline: United States Coast Guard (G-NAB-5) 2100 2nd Street, S.W. Washington, DC 20593-0001 (202) 267-0780 1 (800) 368-5647 (toll free)

# Oil and Chemical Spills:

United States Coast Guard National Response Center (G-TGC-2) 2100 2nd Street, S.W. Washington, DC 20593-0001 (202) 267-2675 1 (800) 424-8802 (toll free)

Railway Safety: Federal Railroad Administration Office of Safety (RRS-20) Department of Transportation Washington, DC 20590 (202) 366-0522

## Department of the Treasury

Bureau of Alcohol, Tobacco and Firearms Look in your telephone directory under "U.S. Government, Treasury Department, Bureau of Alcohol, Tobacco and Firearms." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Bureau of Alcohol, Tobacco and Firearms Department of the Treasury Room 5500 650 Massachusetts Avenue, N.W. Washington, DC 20226 (202) 927-8500

To report lost or stolen explosives, or to report explosive incidents or bombings, call: (202) 566-7777 (202) 789-3000 1 (800) 287-4867 (toll free outside DC)

Bureau of Engraving and Printing Congressional and Media Affairs Division Department of the Treasury 14th and C Streets, S.W. Room 533M Washington, DC 20228 (202) 874-2778

Bureau of the Public Debt Public Affairs Officer Office of the Commissioner Department of the Treasury 999 E Street, N.W., Room 553 Washington, DC 20239-0001 (202) 219-3302

# Comptroller of the Currency

The Comptroller of the Currency handles complaints about national banks, i.e., banks that have the word "National" in their names or the initials "N.A" after their names. For assistance, look in your telephone directory under "U.S. Government, Treasury Department, Comptroller of the Currency." If it does not appear, call the appropriate FIC number (see page xx) or contact: Comptroller of the Currency Compliance Management Mail Stop 7-5
Washington, DC 20219
(202) 874-4820

Financial Management Service Office of Legislative and Public Affairs Department of the Treasury 401 14th Street, S.W. Room 555 Washington, DC 20227 (202) 874-6740

# Internal Revenue Service (IRS)

Look in your telephone directory under "U.S. Government, Treasury Department, Internal Revenue Service." If it does not appear, call the appropriate FIC number (see page xx).

### Office of Thrift Supervision

(former Federal Home Loan Bank Board) The Office of Thrift Supervision handles complaints about savings and loan associations and savings banks. For assistance, contact: Office of Thrift Supervision
Consumer Affairs
1700 G Street, N.W.
Washington, DC 20552
(202) 906-6000
1 (800) 842-6929 (toll free outside DC)

# United States Customs Service

Look in your telephone directory under "U.S. Government, Treasury Department, U.S. Customs Service." If it does not appear, call the appropriate FIC number (see page xx).

To report fraudulent import practices, call U.S. Customs Service's Fraud Hotline:

## 1 (800) ITS-FAKE (toll free)

To report drug smuggling activity, call U.S. Customs Service's Narcotics Hotline: 1 (800) BE- ALERT (toll free)

United States Mint Customer Relations Division Department of the Treasury 10001 Aerospace Road Lanham, MD 20706 (301) 436-7400

United States Savings Bonds Division Department of the Treasury Office of Public Affairs 800 K Street, N.W. Suite 800 Washington, DC 20226 (202) 377-7716 1 (800) 4US-BOND (toll free recording)

Department of Veterans Affairs (VA)

For information about VA medical care or benefits, write, call or visit your nearest VA facility. Your telephone directory will list a VA medical center or regional office under "U.S. Government, Department of Veterans Affairs," or under "U.S.Government, Veterans Administration." You also may contact the offices listed below.

For information about benefits: Veterans Benefits Administration (27) Department of Veterans Affairs 810 Vermont Avenue, N.W. Washington, DC 20420 1 (800) 827-1000 (toll free)

For information about medical care: Veterans Health Administration (167C) 810 Vermont Avenue, N.W. Washington, DC 20420 (202) 535-7208

For information about burials, headstones or markers, and presidential memorial certificates:
National Cemetery System (40H)
Department of Veterans Affairs
810 Vermont Avenue, N.W.

Washington, DC 20420 (202) 535-7855

For consumer information or general assistance: Consumer Affairs Service (075B) Department of Veterans Affairs 810 Vermont Avenue, N.W. Washington, DC 20420 (202) 535-8962

Environmental Protection Agency (EPA)

Asbestos Information (202) 554-1404 (hotline) (202) 260-7849

Emergency Planning and Community Right-to-Know Information-Hotline Environmental Protection Agency Washington, DC 20460 1 (800) 535-0202 (toll free outside AK and DC)

General Information Environmental Issues 1 (800) 759-4372 (toll free-CO, MO, ND, SD, UT, WY residents only) (303) 293-1603

Indoor Air Quality Information Clearinghouse 1 (800) 438-4318 (toll free) (301) 585-9020 (301) 588-3408 (on-line service - modem)

Inspector General's Whistle Blower Hotline (202) 260-4977 1 (800) 424-4000 (toll free outside DC)

National Pesticides Telecommunications Network (NPTN) 1 (800) 858-7378 (toll free) 1 (800) 858-PEST (toll free outside TX)

Office of Public Liaison Environmental Protection Agency Washington, DC 20460 (202) 260-4454

Public Information Center PIC (PM-211B) Environmental Protection Agency Washington, DC 20460 (202) 260-2080 (general information) Resource Conservation and Recovery Act RCRA/Superfund/UST Hotline Environmental Protection Agency Washington, DC 20460 (703) 412-9810 1 (800) 424-9346 (toll free outside DC)

Safe Drinking Water Hotline 1 (800) 426-4791 (toll free outside DC)

Toxic Substances Control Act Assistance Information Service Environmental Protection Agency Washington, DC 20024 (202) 554-1404

Equal Employment Opportunity Commission
Look in your telephone directory under "U.S. Government, Equal
Employment Opportunity Commission." If it does not appear, call
the appropriate FIC number (see page xx) or contact:
Office of Communications and Legislative Affairs
Equal Employment Opportunity Commission
1801 L Street, N.W.
Washington, DC 20507
(202) 663-4900
1 (800) 669-4000 (toll free/ file-a-charge information)
1 (800) 800-3302 (toll free TDD)
1 (800) 669-3362 (toll free/ request publications)

Federal Communications Commission (FCC)

Complaints about telephone systems: Common Carrier Bureau Informal Complaints Branch Federal Communications Commission 2025 M Street, N.W. Room 6202 Washington, DC 20554 (202) 632-7553

General Information: Consumer Assistance Branch Federal Communications Commission 1919 M Street, N.W. Room 254 Washington, DC 20554 (202) 632-7000

## (202) 632-6999 (TDD)

Complaints about radio or television: Mass Media Bureau Complaints and Investigations Federal Communications Commission 2025 M Street, N.W. Room 8210 Washington, DC 20554 (202) 632-7048

Complaints about cable programming rates: Federal Communications Commission Cable Form Request 329 P.O. Box 18238 Washington, D.C. 20036

Federal Deposit Insurance Corporation (FDIC)

FDIC handles questions about deposit insurance coverage and complaints about FDIC-insured state banks which are not members of the Federal Reserve System. For assistance, look in your telephone directory under "U.S. Government, Federal Deposit Insurance Corporation." If it does not appear, call the appropriate FIC number (see page xx) or contact: Office of Consumer Affairs Federal Deposit Insurance Corporation 550 17th Street, N.W. Washington, DC 20429 (202) 898-3536 (202) 898-6726 (voice/TDD) 1 (800) 934-3342 (toll free outside DC)

Federal Emergency Management Agency Look in your telephone directory under U.S. Government, Federal Emergency Management Agency. If it does not appear, call the appropriate FIC number (see page xx) or contact:

Federal Insurance Administration Federal Emergency Management Agency Washington, DC 20472 (202) 646-2780 1 (800) 638-6620 (toll free)

Office of Disaster Assistance Programs Federal Emergency Management Agency 500 C Street, S.W. Room 705 Washington, DC 20472 (202) 646-3615

U.S. Fire Administration Federal Emergency Management Agency NETC 16825 South Seton Avenue Emmitsburg, MD 21727 (301) 447-1080 (202) 646-2449

Federal Maritime Commission Office of Informal Inquiries and Complaints 800 N. Capitol Street, N.W. Washington, DC 20573 (202) 523-5807

# Federal Reserve System

The Board of Governors handles consumer complaints about state-chartered banks and trust companies which are members of the Federal Reserve System. For assistance, look in your telephone directory under U.S. Government, Federal Reserve System, Board of Governors," or "Federal Reserve Bank." If neither appears, call the appropriate FIC number (see page xx) or contact: Board of Governors of the Federal Reserve System Division of Consumer and Community Affairs Washington, DC 20551 (202) 452-3693 (202) 452-3544 (TDD)

# Federal Trade Commission (FTC)

Look in your telephone directory under "U.S. Government, Federal Trade Commission." If it does not appear, call the appropriate FIC number (see page xx) or contact:

Correspondence Branch
Federal Trade Commission

Washington, DC 20580 (written complaints only)

Public Reference Section Federal Trade Commission 6th & Pennsylvania Ave., N.W. Room 130 Washington, DC 20580 (202) 326-2222 (publications)

General Services Administration (GSA)

Business Service Centers Look in your telephone directory under "U.S. Government, General Services Administration." If this does not appear, call the appropriate FIC number (see page xx).

Consumer Information Center (see page xx)

Federal Information Center (see page xx)

Federal Information Relay Service 7th & D Streets, S.W. Room 6040 Washington, DC 20407 (202) 708-9300 (TDD) 1 (800) 877-8339 (toll free voice/TDD outside DC)

Surplus Federal Property Sales Look in your telephone directory under "U.S. Government, General Services Administration." If it does not appear, call the appropriate FIC number (see page xx).

Government Printing Office (GPO)

Government Publications: Publications Service Section Government Printing Office Washington, DC 20402 (202) 512-2457

Subscriptions to Government Periodicals: Subscription Research Section Government Printing Office Washington, DC 20402 (202) 512-2303

Interstate Commerce Commission (ICC)
Office of Compliance and Consumer Assistance
Washington, DC 20423
(202) 927-5500

National Archives and Records Administration

User Services Division National Archives and Records Administration Washington, DC 20408 (202) 501-5400 (301) 713-6800 (202) 501-5404 (TDD)

Federal Register National Archives and Records Administration Washington, DC 20408 (202) 523-4534 (202) 523-5229 (TDD)

National Archives and Records Administration 8th and Pennsylvania Ave., N.W. Washington, DC 20408 8601 Adelphi Road College Park, MD 20740-6001 (202) 501-5404 (voice/TDD)

## National Credit Union Administration

The National Credit Union Share Insurance Fund provides federal insurance for nearly 13,000 credit unions. Look in your telephone directory under "U.S. Government, National Credit Union Administration." If it does not appear, call the appropriate FIC number (see page xx) or contact:

National Credit Union Administration
1775 Duke Street
Alexandria, VA 22314-3428
(703) 518-6300

National Labor Relations Board Office of the Executive Secretary 1099 Fourteenth Street, N.W. Room 11600 Washington, DC 20570 (202) 273-1940

Nuclear Regulatory Commission (NRC) Office of Public Affairs Washington, DC 20555 (301) 504-2240 (OPA) (301) 492-7000 (24-hour) (301) 492-4626 (TDD)

Pension Benefit Guaranty Corporation 2020 K Street, N.W. Washington, DC 20005-4026 (202) 326-4000 (202) 326-4179 (TDD)

Postal Rate Commission

Office of the Consumer Advocate Postal Rate Commission 1333 H Street, N.W. Suite 300 Washington, DC 20268 (202) 789-6830

President's Committee on Employment of People with Disabilities 1331 F Street, N.W.
Suite 300
Washington, DC 20004-1107
(202) 376-6200
(202) 376-6205 (TDD)

Railroad Retirement Board 844 North Rush Street Chicago, IL 60611-2092 (312) 751-4500

Securities and Exchange Commission (SEC)
Office of Filings, Information and Consumer Services
450 5th Street, N.W.
(Mail Stop 2-6)
Washington, DC 20549
(202) 272-7440 (investor complaints)
(202) 272-7450 (filings by corporations and other regulated entities) (202)
272-5624 (SEC Information Line--general topics and sources of assistance)

Small Business Administration (SBA)
Office of Consumer Affairs
409 Third Street, S.W.
Washington, DC 20416
(202) 205-6236
1 (800) U-ASK-SBA (toll free-information)

Tennessee Valley Authority (TVA) Public Relations 400 West Summit Hill Drive Knoxville, TN 37902 (615) 632-7196 (voice) (615) 751-8500 (TDD)

# U.S. Consumer Product Safety Commission (CPSC)

Call the CPSC hotline to report a hazardous product or product-related injury between 10 a.m. and 3 p.m., weekdays. Recorded messages on safety recommendations and product recalls are

available at all times. Call or write:
Product Safety Hotline
U.S. Consumer Product Safety Commission
Washington, DC 20207
1 (800) 638-CPSC (toll free)
1 (800) 638-2772 (toll free)
1 (800) 638-8270 (toll free TDD)

United States Information Agency 301 4th Street, S.W. Washington, DC 20547 (202) 619-5151 (voice) (202) 619-5156 (TDD)

### **United States Postal Service**

If you experience difficulty when ordering merchandise or conducting business transactions through the mail, or suspect that you have been the victim of a mail fraud or misrepresentation scheme, contact your postmaster or local Postal Inspector. Look in your telephone directory under "U.S. Government, Postal Service U.S." for these local listings. If they do not appear, contact: Chief Postal Inspector United States Postal Service Washington, DC 20260-2100 (202) 268-4298 (202) 268-4299

For consumer convenience, all post offices and letter carriers have postage-free Consumer Service Cards available for reporting mail problems and submitting comments and suggestions. If the problem cannot be resolved using the Consumer Service Card or through direct contact with the local post office, write or call: Consumer Advocate

United States Postal Service Washington, DC 20260-6720 (202) 268-2284 (202) 268-2310 (TDD)

# Federal TDD Directory

This section lists Federal government offices that have Telecommunications Devices for the Deaf (TDDs). These offices can respond to questions and complaints from persons with speech and hearing impairments. If you are a voice user, the Federal Information Relay Service (FIRS) will relay the call for you. Call FIRS at 1 (800) 877-8339 (toll free) or (202) 708-9300 in

Washington, D.C., and a relay operator will come on the line. Additional TDD numbers are published in the U.S. Government TDD Directory, available free by writing the Consumer Information Center, Item 573X, Pueblo, CO 81009.

Architectural and Transportation Barriers Compliance Board 1331 F Street, N.W.
Suite 1000
Washington, DC 20004-1111
(202) 272-5434 (voice/TDD)
(202) 272-5449 (TDD)

Central Intelligence Agency Office of Equal Employment Opportunity Deaf and People with Disabilities Program Washington, DC 20505 (703) 874-4457 (TDD) (703) 874-4464 (voice)

Commission on Civil Rights 624 9th Street, N.W. Washington, DC 20425 1 (800) 552-6843 (202) 376-8116 (TDD)

Commodity Futures Trading Commission (CFTC) 2033 K Street, N.W. Washington, DC 20581 (202) 254-3570 (TDD - complaints) (202) 254-7448 (TDD - information)

Congressional TDD Numbers

United States House of Representatives Congressional Telecommunications for the Deaf (TDD message relay service-to leave messages for Representatives) (202) 225-1904 (TDD)

Subcommittee on Select Education Majority Office, Rep. Owens (202) 226-7532 (voice/TDD)

United States Senate Senate Special Services (202) 224-4049 (TDD)

Senate Human Resources (202) 224-7806 (TDD)

Committee on Labor and Human Resources (202) 224-1975 (TDD)

Subcommittee on Disability Policy Sen. Harkin (202) 224-3457 (TDD)

Minority Office Sen. Durenberger (202) 224-9522 (TDD)

Department of Agriculture 14th Street and Independence Avenue, S.W. Washington, DC 20250

Central Employment and Selective Placement Office (202) 720-2436 (voice/TDD)

Meat and Poultry Hotline 1 (800) 535-4555 (toll free voice/TDD)

Department of the Army Civilian Personnel Office Fort Myer, VA 22211-5050 (703) 696-3181 (voice/TDD)

Department of Commerce Information Locator 14th Street and Constitution Avenue, N.W. Washington, DC 20230 (202) 482-2000 (voice) (202) 482-4670 (TDD)

Office of Personnel 14th Street and Constitution Avenue, N.W. Room 5005 Washington, DC 20230 (202) 482-3706 (TDD-recorded job information line) (202) 482-5138 (voice) (202) 482-5246 (TDD)

Bureau of the Census Population Division Statistical Information Staff FOB #3 Room 2373 Washington, DC 20233 (301) 763-5020 (TDD) Demographic Surveys Division Consumer Expenditures Survey Programming Branch FOB #3, Room 3449 Washington, DC 20233 (301) 763-4113 (TDD) (301) 763-2383 (TDD)

Economic Programming Division FOB #4, Room 1200 Washington, DC 20233 (301) 763-1537 (voice) (301) 763-5355 (TDD)

Housing and Household Economic Statistics Iverson Mall, Room 416 3737 Branch Avenue Temple Hills, MD 20748 (301) 763-8574 (voice) (301) 763-8530 (TDD)

Center for International Research Health Study Branch Washington Plaza 2, Room 208 Washington, DC 20233 (301) 763-4086 (voice/TDD) 1 (800) 735-2258 (toll free TDD)

Bureau of Economic Analysis Public Information Office 1441 L Street, N.W. Room 1025 Washington, DC 20005 (202) 606-9900 (voice) (202) 606-5335 (TDD)

International Trade Administration
Office of Commercial Information Management
Office of Promotion Services
14th Street and Constitution Avenue, N.W.
Room 1310
Washington, DC 20230
(202) 482-5752 (TDD)

Trade Information Center 1 (800) 872-8723 (toll free voice) 1 (800) 833-8723 (toll free TDD)

Minority Business Development Communications Division 14th Street and Constitution Avenues, N.W. Room 6707 Washington, DC 20230 (202) 482-4572 (TDD)

National Institute of Standards and Technology (NIST) Library and Information Service Division Main Library Administration Building E106 Gaithersburg, MD 20899 (301) 975-3052 (voice) (301) 975-2812 (TDD)

Personnel Office Administration Building Room A123 Gaithersburg, MD 20899 (301) 975-3007 (voice/TDD)

National Technical Information Service Publication and Subscription Division and Bookstore/Sales (703) 487-4639 (voice) (703) 487-4053 (TDD)

National Weather Service
National Meteorological Center
World Weather Building
Room 307
Washington, DC 20233
(301) 443-8910 (voice/TDD) (official business--no forecasts)
Office of the Secretary
Office of Civil Rights Programs
Planning and Systems Division
Herbert C. Hoover Building
Room 6010
Washington, DC 20230
(202) 482-5691 (voice/TDD)

Patent and Trademark Office Office of Personnel 2011 Crystal Drive Crystal Park 1, Suite 700 Arlington, VA 22202 (703) 305-8231 (voice) (703) 308-6645 (TDD)

Office of Publications

2011 Crystal Drive Crystal Park 1, Suite 513 Arlington, VA 22202 (703) 305-8263 (voice) (703) 305-8377 (TDD)

Department of Education 400 Maryland Avenue, S.W. Washington, DC 20202

Captioning and Adaptation Branch 330 C Street, S.W., Room 4629 Washington, DC 20202 (202) 205-9172 (voice) (202) 205-0169 (TDD)

Goals 2000 400 Maryland Avenue, S.W. Washington, DC 20202 1 (800) USA-LEARN (toll free)

National Institute on Disability and Rehabilitation Research 330 C Street, S.W.
Washington, DC 20202
(202) 205-8134 (voice)
(202) 205-8198 (TDD)

Office of Civil Rights 330 C Street, S.W. Washington, DC 20202 (202) 205-5413 (voice) (202) 205-8663 (TDD)

Office of Deafness and Communicative Disorders C

330 C Street, S.W. Washington, DC 20202 (202) 205-8352 (voice/TDD)

Rehabilitation Services Administration 330 C Street, S.W. Washington, DC 20202 (202) 205-5482 (voice) (202) 205-8298 (TDD)

Department of Health and Human Services Handicapped Employment Program 200 Independence Avenue, S.W. Washington, DC 20201 (202) 475-0073 (TDD)

Food and Drug Administration 5600 Fishers Lane Parklawn Building Rockville, MD 20857 Personnel (301) 443-1970 (voice/TDD)

Equal Employment Opportunity Office (301) 443-1818 (TDD)

Office of the Secretary Personnel Office (202) 619-3540 (voice/TDD)

Office for Civil Rights 200 Independence Avenue, S.W. Washington, DC 20201 (202) 863-0101 (TDD) 1 (800) 537-7697 (toll free TDD)

Social Security Administration 6401 Security Boulevard Baltimore, MD 21235 (301) 965-4404 (TDD)

Department of Housing and Urban Development 451 Seventh Street, S.W. Washington, DC 20410 (202) 708-1455 (TDD) 1 (800) 927-9275 (toll free TDD)

Department of the Interior 18th and C Streets, N.W. Washington, DC 20240

Personnel Office (202) 208-4817 (TDD)

Department of Justice 10th Street and Constitution Avenue, N.W. Washington, DC 20530 (202) 514-2000 (voice) (202) 514-1888 (TDD)

FBI Tours (202) 324-3447 (voice)

# (202) 324-1016 (TDD)

Department of Labor 200 Constitution Avenue, N.W. Washington, DC 20210 1 (800) 326-2577 (toll free, 24-hour TDD)

Office of Civil Rights (202) 219-7090 (voice/TDD)

Department of the Navy Human Resource Office 1921 Jefferson Highway Arlington, VA 22241-5363 (703) 607-2696 (TDD)

Department of State 2201 C Street, N.W. Washington, DC 20520

Personnel Office (202) 647-7256 (voice/TDD)

Department of Transportation National Highway Traffic Safety Administration Office of Public and Consumer Affairs (NOA-40) 400 7th Street, S.W. Washington, DC 20590 (202) 366-9550 (voice) (202) 755-7687 (TDD)

Department of the Treasury

Bureau of the Public Debt 13th and C Streets, S.W. Washington, DC 20590 (202) 287-4097 (TDD)

Internal Revenue Service 1111 Constitution Avenue, N.W. Washington, DC 20224 (202) 708-9300 (TDD)

Department of Veterans Affairs 810 Vermont Avenue, N.W. Washington, DC 20420 (202) 233-2459 (voice/TDD) (202) 233-6276 (voice/Handicapped Services) Environmental Protection Agency 401 M Street, S.W. Washington, DC 20460 (202) 260-2090 (voice) (202) 260-3658 (TDD)

Equal Employment Opportunity Commission 1801 L Street, N.W. Washington, DC 20507 (202) 663-4494 (TDD) 1 (800) 800-3302 (toll free TDD)

Executive Office of the President The White House 1600 Pennsylvania Avenue, N.W. Washington, DC 20500 (202) 456-6213 (TDD)

Federal Communications Commission 1919 M Street, N.W. Washington, DC 20554 (202) 632-7000 (voice) (202) 632-6999 (TDD)

Federal Deposit Insurance Corporation 550 17th Street, N.W. Washington, DC 20429 (202) 898-6726 (voice/TDD) 1 (800) 925-4618 (toll free voice/TDD)

Federal Reserve Board 20th and C Streets, N.W. Washington, DC 20551 (202) 452-3544 (voice/TDD)

General Services Administration 18th & F Streets, N.W. Washington, DC 20405

Clearinghouse on Computer Accommodation (202) 501-4906 (voice/TDD)

Council on Accessible Technology (COAT) (202) 501-2010 (TDD)

Federal Information Relay Service (202) 708-9300 (TDD) 1 (800) 877-8339 (toll free voice/TDD outside DC)

Interstate Commerce Commission Constitution Avenue and 12th Street, N.W. Washington, DC 20423 (202) 927-5721 (TDD)

Library of Congress 101 Independence Avenue, S.E. Washington, DC 20540 Main Switchboard (202) 707-6200 (TDD)

National Reference Service (202) 707-4210 (TDD)

Visitor Services (202) 707-9956 (TDD)

Copyright Information (202) 707-6737 (TDD)

Special Events and

Public Programs (202) 707-9955 (TDD)

National Library Service for the Blind and Physically Handicapped 1241 Taylor Street, N.W. Washington, DC 20542 (202) 707-0744 (TDD)

Merit Systems Protection Board 1120 Vermont Avenue, N.W. Washington, DC 20419 (202) 653-8898 (voice) (202) 653-8896 (TDD)

National Aeronautics and Space Administration Washington, DC 20546

Personnel Office (202) 358-0000 (General information) (202) 358-3723 (TDD - Equal Opportunity) (202) 358-1255 (TDD - Management Systems and Facilities)

Greenbelt Personnel Office (301) 286-3729 (voice/TDD)

National Archives and Records Administration Multimedia and Publications Distribution Division Washington, DC 20408 1 (800) 788-6282 (toll free voice) (301) 763-4385 (TDD) National Council on Disability 1331 F Street, N.W., Suite 1001 Washington, DC 20004-1107 (202) 267-3846 (voice) (202) 267-3232 (TDD)

National Endowment for the Arts 1100 Pennsylvania Avenue, N.W. Washington, DC 20506 (202) 682-5496 (voice/TDD)

National Science Foundation 4201 Wilson Boulevard Stafford Place Arlington, VA 22230 (703) 306-1234 (voice) (703) 306-0090 (TDD)

Nuclear Regulatory Commission Washington, DC 20555 (301) 492-4626 (voice/TDD)

Office of Personnel Management 1900 E Street, N.W. Washington, DC 20415

Equal Employment Opportunity Division (202) 606-2460 (voice/TDD)

Job Employment Center (202) 606-0848 (TDD)

The President's Committee on Employment of People with Disabilities 1331 F St., N.W., Suite 300 Washington, DC 20004-1107 (202) 376-6205 (TDD)

Securities and Exchange Commission 450 Fifth Street, N.W. Washington, DC 20549 (202) 272-2552 (voice/TDD)

Small Business Administration 409 Third Street, S.W. Washington, DC 20416 (202) 205-7333 (TDD)

**Smithsonian Institution** 

Accessibility Program
Arts & Industries Building
Room 1410
Washington, DC 20560
(202) 786-2414 (TDD)
(202) 357-1729 (TDD - Visitor Information Line)

Tennessee Valley Authority 400 West Summit Hill Drive Knoxville, TN 37902 (615) 751-8500 (TDD)

U.S. Consumer Product Safety Commission Washington, DC 20207 1 (800) 638-8270 (TDD)

United States House of Representatives Washington, DC 20215 (202) 225-1904 (TDD)

United States Information Agency 301 4th Street, S.W. Washington, DC 20547 (202) 619-5157 (voice) (202) 619-5156 (TDD)

United States Postal Service 475 L'Enfant Plaza West, S.W. Washington, DC 20260 (202) 268-2310 (voice/TDD)

United States Senate Washington, DC 20510 (202) 224-4049, 4075 (TDD)

TDD Operator Services and TDD Relay Services

**TDD Operator Services** 

Hearing- or speech-impaired individuals who use a Telecommunications Device for the Deaf (TDD, also called a TTY or TT) can get assistance for calls to a TDD number by calling Operator Services for the Deaf: 1 (800) 855-1155 (toll free). If you need assistance and you have TDD equipment, this number will put you in touch with a TDD operator who can help you with the following:

o calling card calls (with an accepted telephone calling card); o collect calls (paid for by the person you are calling); o person-

to-person calls (a call to a specific person);

- o third-party calls (calls billed to a number other than the one you are calling to or from);
- o calls from a public phone (only calling card, collect, person-to-person or third-party); and
- o directory assistance (provide the person's name, street address, city and state).

## **Telecommunications Relay Services**

Telecommunications relay services are a way to link telephone conversations between hearing individuals, using a standard (voice) telephone, and hearing- and speech-impaired individuals, using a TDD. Relay services allow hearing individuals to call TDD numbers and allow hearing- and speech-impaired individuals to call standard (voice) telephone numbers. Calls can be made from a standard (voice) telephone number to a TDD number or from a TDD number to a standard (voice) telephone number.

# Local Telecommunications Relay Services

To comply with the "Telecommunications" portion of the Americans with Disabilities Act (ADA), a number of states have begun to operate their own local relay services to link hearing and hearing- and speech-impaired individuals in their local areas. Consult your telephone directory for information on the use, services provided and dialing instructions for your local relay.

# Federal Information Relay Service

The Federal Information Relay Service (FIRS) is available for the general public seeking information from Federal agencies and for Federal employees conducting official government business. FIRS provides a link between both hearing and hearing- and speech-impaired individuals. To use the FIRS, call 1 (800) 877-8339 (toll free - voice or TDD). The FIRS operates from 8 a.m. to 8 p.m., Eastern time, Monday through Friday, except for Federal holidays.

# Books for Blind and Physically Handicapped Persons

The Library of Congress has a free reading program for blind and physically handicapped individuals. Books, magazines and other publications are available in Braille and/or audio recordings to persons who cannot hold a book or see to read regular print. Special playback equipment is available on loan from the Library of Congress. Cassettes and records can be ordered from approximately 158 cooperating libraries. Anyone who is medically certified as unable to hold a book, or who is unable to read

ordinary print because of a visual handicap, may borrow and return these materials, postage-free. For more information, send name and address to: National Library Service for the Blind and Physically Handicapped, The Library of Congress, Washington, D.C. 20542.

Recording for the Blind (RFB) is a national, non-profit organization providing recorded textbooks, library services and other educational resources to people who cannot read standard print because of a visual, physical or perceptual disability. RFB has an 80,000-volume lending library of audio books. RFB's E-Text collection, books on computer disk, comprises more than 500 titles, ranging from computer manuals and works of literature to an assortment of reference works, including dictionaries, law books and a thesaurus. RFB also offers a software reading program for IBM computers which works in conjunction with RFB's electronic books. RFB's line of high-quality adapted recorders. for example, the Talkman IV, V and VI and Desktalk, are affordable, lightweight and readily available. There is a one-time, lifetime registration fee of \$37.50 (U.S. dollars). For more information or to request an application, call or write: Recording for the Blind, 20 Roszel Road, Princeton, NJ 08540, (609) 452-0606, 1 (800) 221-4792 (toll free).

### Index

This alphabetical index will help you find the right organization to contact about your complaint. First, look for the specific topic, for example, Cars. Under this topic heading, there will be one or more contacts followed by the Handbook page numbers, where you will find an address and/or telephone number for each contact. Sometimes you will be directed to See another entry for a list of contacts. See also references direct you to other topics that might be related to your problem and help you locate the right contact. This index also lists all sections in the Handbook.

Abuse. See Alcohol; Child abuse and neglect; Drugs

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Children's Advertising Review Unit, CBBB
Direct Marketing Association
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National Advertising Division, CBBB
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Aging. See also Retirement Social Security Administration State Agencies on Aging

American Association of Retired Persons

Agriculture. See Farm programs; Food; Health

Agriculture, Department of (USDA)

Aid to Families with Dependent Children (AFDC)--check local telephone directory for public welfare or social services office

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Federal Aviation Administration, DOT
Office of Intergovernmental and Consumer Affairs, U.S. Department of Transportation

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### Aliens

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American Association of Retired Persons (AARP)

American Indians. See Native Americans

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Animal and Plant Health Inspection Service
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Arbitration. See also specific industries and products
American Arbitration Association
Better Business Bureaus
State and Local Consumer Protection Offices
Trade Association and Other Dispute Resolution Programs

Attorneys. See Lawyers

Automobiles. See Cars

Bankruptcy. Consult your telephone directory under "U.S. Government." Check all U.S. Courts and District Courts listings for references to bankruptcy.

Banks and Banking. Banks are regulated by one or more agencies. Check the Department of Treasury listing in the "Selected Federal Agencies" section on page 105 to learn which agency to contact. Consumer Tip

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Bilingual education. See Education

Bill collection. See Credit

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State and Local Consumer Protection Offices

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Buying from a Private Individual

Buying from a Dealer

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requirements for child care facilities in your area

Child support enforcement
Department of Health and Human Services, Office of Child Support
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### Children

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Department of Veterans Affairs

Nutrition. See Food and nutrition

Occupational and professional licensing boards. See Licensing

Oil resources. See Energy

Overtime pay. See Employment

Package Tours. See Travel

Parks (national)

National Park Service, Department of the Interior

Passport Services
Department of State

Patent and Trademark Office Department of Commerce

Pension insurance, plans
Pension and Welfare Benefits Administration, Department of Labor
Pension Benefit Guaranty Corporation

Personnel consultants. See Employment agencies

Pesticides

National Pesticides Telecommunications Network, EPA

Pets. See Animal care and veterinary services

Pharmaceuticals. See Drugs

**Pharmacies** 

State and Local Consumer Protection Offices

Photo finishing. See Cameras and Photographic equipment

Physical fitness. See Health

Physical handicaps. See Disabled/handicapped persons

Physicians. See Health care professionals

Poisoning

National Pesticides Telecommunications Network, EPA

Political advertising

Federal Communications Commission

Pollution

**Environmental Protection Agency** 

Post offices/postal service closing appeals Postal Rate Commission complaints (including mail fraud) U.S. Postal Service postal rates Postal Rate Commission

### Poultry. See Food and nutrition

Power plants. See also Energy; Utilities electric
State Utility Commissions
nuclear
Nuclear Regulatory Commission
State Utility Commissions

Privacy protection
Consumer Tip
State and Local Consumer Protection Offices

Product safety and recalls
Consumer Tip
Consumer Product Safety Commission
State and Local Consumer Protection Offices

Prostheses
American Orthotic and Prosthetic Association

Public Citizen

Public Voice for Food and Health Policy

Pyramid schemes
Federal Trade Commission
State and Local Consumer Protection Offices

Radio (broadcast, regulation, licenses)
Federal Communications Commission

Radioactive materials
Nuclear Regulatory Commission

Radiological products
Food and Drug Administration

Railroads
employee benefits
Railroad Retirement Board
hazardous freight and cargo/safety
Federal Railroad Administration, DOT
rates, service, and claims
Interstate Commerce Commission

Real estate interstate Interstate Land Sales Registration Division, HUD practices and settlement procedures Office of Single Family Housing State and Local Consumer Protection Offices

Recalls. See Cars; Boating; other consumer products
Consumer Tip
Auto Safety Hotline
Product Safety Hotline, CPSC
processed food, drugs, medical devices
refer to white pages of your local telephone book for regional
office of U.S. Food and Drug Administration

Rehabilitation, vocational Federal TDD Directory State Vocational and Rehabilitation Agencies

Remodeling. See Home improvements

Rent control check with your State or Local Consumer Protection Office for contacts

Rent-To-Own Consumer Tip State and Local Consumer Protection Offices

Repairs and repair facilities. See Cars; other specific products State and Local Consumer Protection Offices

Resorts. See Hotels and motels; Travel; Timeshares

Retirement benefits/plans. See also Pension plans Social Security Administration

## Rugs

Carpet and Rug Institute misleading advertising and sales State and Local Consumer Protection Offices

Runaway children National Runaway Switchboard, HHS

Safe Drinking Water Hotline

Safety. See Product Safety

Sales, "going-out-of-business"
State and Local Consumer Protection Offices

Sale advertisements and flyers Federal Trade Commission State and Local Consumer Protection Offices

Sample Complaint Letter

Savings and loan associations. See also Banks and Banking Office of Thrift Supervision

Savings Bonds
Bureau of the Public Debt
U.S. Savings Bond Division

School lunch programs check telephone directory for school board or superintendent of schools

School lunch program standards Food and Nutrition Service

Schools. See Education

Seafood. See food and nutrition

Securities. See Investments

Securities and Exchange Commission

Senior citizens. See Aging

**Small Business Administration** 

**Small Claims Courts** 

Soap

The Soap and Detergent Association

Social Security. See also Aging benefits Social Security Administration

Social services. See also Aging; Disabled/Handicapped; Health: Welfare
State and Local Consumer Protection Offices

State Vocational and Rehabilitation Agencies

Speech impairment. See Disabled/Handicapped

Sports, sports equipment Product Safety Hotline President's Council on Physical Fitness and Sports

Standards (product)
National Institute of Standards and Technology

State Agencies on Aging

**State Banking Authorities** 

State, County, & City Government Consumer Protection Offices

State Insurance Regulators

**State Utility Commissions** 

State Vocational and Rehabilitation Agencies

State Weights and Measures Offices

Stocks and bonds. See Investments

Supplemental Security Income (SSI) Social Security Administration

Surgery. See Health

Surplus property sales (Federal) General Services Administration

Survivor benefits
Department of Veterans Affairs
Social Security Administration

Taxes federal Internal Revenue Service

Telecommunications devices for the deaf Federal TDD Directory Operator assistance

Telemarketing. See also Direct marketing Consumer Tip Alliance Against Fraud in Telemarketing Federal Trade Commission State and Local Consumer Protection Offices

Telephone service Consumer Tip local service State and Local Consumer Protection Offices long distance service Federal Communications Commission State and Local Consumer Protection Offices Tele-Consumer Hotline

#### Television

broadcast and cable regulations Federal Communications Commission State and Local Consumer Protection Offices

Timeshares/campgrounds
Consumer Tip
State and Local Consumer Protection Offices

#### Tires

National Tire Dealers and Retreaders Association

Toy safety
Product Safety Hotline
Toy Manufacturers of America

Trade
domestic
Federal Trade Commission
international
Department of Commerce, Office of Consumer Affairs
Consumers for World Trade

Trade and technical schools. See Education

Trade Association and Other Resolution Programs

Transportation, Department of

Travel
Consumer Tip
fraud
Federal Trade Commission
State and Local Consumer Protection Offices
Passport Services, Department of State
travel agents
U.S. Tour Operators Association
American Society of Travel Agents, Inc.

Treasury, Department of the

U.S. Government Offices. See Selected Federal Agencies

## U.S. Public Interest Research Group

Unemployment. See Employment

Used cars. See Cars

Utilities. See also Energy; Power plants State Utility Commissions

Veterans

Department of Veterans Affairs

Visually impaired. See Disabled; Rehabilitation

Vocational schools. See Education

Wages (garnishment, minimum wage, overtime pay) Employment Standards Administration

Warranties/Guarantees
Federal Trade Commission
State and Local Consumer Protection Offices

Water. See Drinking water

Weight loss programs
Cooperative Extension Service
Federal Trade Commission
Food and Drug Administration
State and Local Consumer Protection Offices

Weights and measures
National Institute of Standards and Technology
State Weights and Measures Offices

#### Welfare

Social Security Administration check telephone directory for public welfare or social services office

Workers' compensation. See Employment

Writing a Complaint Letter\_

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