



Ontario Association  
of Architects

111 Moatfield Drive 416-449-6898  
Toronto, ON M3B 3L6 oaamail@oaa.on.ca  
Canada oaa.on.ca

# Fraudulent Job Posting Complaint Form

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## PART ONE: Information About This Form

### Introduction

Established in 1889, the Ontario Association of Architects (OAA) is the self-regulating body for the province's architecture profession. It governs the practice of architecture and administers the *Architects Act* in order to serve and protect the public interest.

The OAA Website shares employment opportunities available to Architects, Licensed Technologists, Intern Architects, Intern Technologists, Student Associates and Student Technologists.

All ads are subject to a standard approval process. However, if you have knowledge that an ad posted on our site is fraudulent, please use this form to report it.

### What You Need to Do

1. Complete the Complaint Form.
2. Gather any documents that relate to your complaint. Include any documents that you think will help us understand your complaint.
3. Send to the complaint to [oaaclassifieds@oaa.on.ca](mailto:oaaclassifieds@oaa.on.ca).

We'll review and respond within 5–10 business days.

If you have questions or require assistance, please email [oaaclassifieds@oaa.on.ca](mailto:oaaclassifieds@oaa.on.ca).

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**PART TWO: Information about You (the Complainant)**

Are you complaining for yourself or on behalf of a company or other entity?

Myself       Company/Other Entity

**Complainant Information (Optional)**

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Full Name

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Phone Number

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Email

**Company Information (If Applicable)**

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Company Name

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Contact Full Name

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Company Position

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**PART THREE: Information about the Job Posting You Are Complaining About**

**Details of the Fraudulent Job Advertisement**

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Job Title *(as it appeared in the ad)*

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Name of the Individual or Organization that posted the ad *(if available)*

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Link to the job advertisement *(if available)*

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Date you saw the job posting

**Description of the Issue**

Please describe what makes the job posting appear fraudulent. Include details such as misleading information, suspicious communication, requests for money, fake company names, or impersonation:

**Evidence Provided**

Please indicate and attach any evidence you have:

- Screenshots of the job posting
- Copies of emails or messages
- Payment requests or invoices
- Company impersonation evidence
- Other: \_\_\_\_\_

**Additional Information (Optional)**

\_\_\_\_\_  
Name of Complainant

\_\_\_\_\_  
Date Submitted