Complaints report form

Name

.....

Address

.....

.....

Have you contacted your Housing Manager or Technical Services Manager about your complaint? Yes / No

On what date did you contact us?
……

Was this by letter / telephone /e mail / in person / other?

Please give all details of your complaints below. Use a separate sheet if necessary and attach to this form.

Signature .....

Date …….....

Complaint received in office ……