

Chittlehampton Village Hall

Complaints Form

Please use this form to make your complaint, but if you prefer you can write a letter or telephone.

1. Your Name and Organisation (if applicable):
2. Address (including post code):
3. Telephone / E-mail:
4. Tell us about your complaint, clearly outlining:
 - Why are you not satisfied?
 - What do you want us to do to put things right?

5. Have you tried to resolve your complaint before?

If "yes", when and how?

6. Any other comments?

Signed.....

Print name

Organisation (If applicable).....

Date.....