

Complaints Form

SECTION 1 – Complainant Details			
Name:			
Email:		Mobile:	
Date of Complaint:		Date of Lodgment:	

SECTION 2 – Respondent Details	
Name/s:	
Position:	

SECTION 3 – Complaint Criteria		
Please tick the following areas to which your complaint relates:		
<input type="checkbox"/> Breach of policy <input type="checkbox"/> Breach of procedure <input type="checkbox"/> Unresolved conflict	<input type="checkbox"/> Conflict of interest <input type="checkbox"/> Bringing disrepute <input type="checkbox"/> Other:	<input type="checkbox"/> MPIO referral <input type="checkbox"/> Sport Committee referral

SECTION 4 – Witnesses			
Does your complaint involve witnesses? <input type="checkbox"/> YES <input type="checkbox"/> NO			
If yes, please provide the name/s and contact details of witnesses who are willing to support your claim:			
Name:		Tel/Mobile:	
Name:		Tel/Mobile:	

SECTION 5 – Complainant Declaration		
I have read and understood the Pony Club WA Complaints Policy.		
Signature		Date:

SECTION 6 – Complaint

Please outline the nature/circumstances of your complaint:

Please attach any other relevant documents.

What actions have you taken to resolve this matter:

What action/resolution would you like to see occur/implemented?