



## CCC Complaints form

Please complete this form and hand to the Centre Administrator or email [admin@calcomm.org.au](mailto:admin@calcomm.org.au).

This form will then be passed to the relevant worker for follow up.

If you require notification on the outcome of your complaint, please remember to fill in your contact details below.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

Email: \_\_\_\_\_

Please explain your Complaint/Compliment

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Date \_\_\_\_\_

Signature \_\_\_\_\_

### **Office use only**

Date complaint received \_\_\_\_\_ Representative \_\_\_\_\_

Complaint actioned:

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Complaint outcome:

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Date \_\_\_\_\_

Signature \_\_\_\_\_