



The Office of the  
*Committee for the*  
Environment & Infrastructure

**This Form, when completed, is treated  
as a Confidential Document**



## Registering a Customer Complaint

This document is to be used for registering a complaint with the Office *of the* Committee for the Environment & Infrastructure. Please read the accompanying Customer Complaint Procedure before completing the form.

Please write clearly, using capital letters in your contact information.

Details of Person Complaining	
<b>Name:</b>	
<b>Address:</b>	
<b>Telephone Numbers And Other Contact Information:</b>	<b>Daytime:</b>  <b>Non Office hours:</b>  <b>Mobile:</b>  <b>Fax:</b>  <b>E-mail:</b>

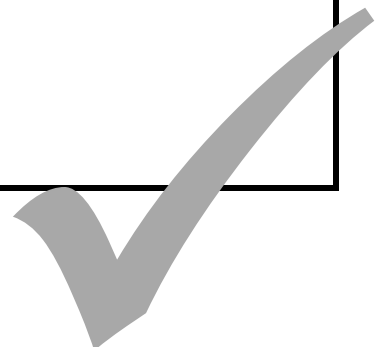
## Details of Complaint

**Please provide brief details of your complaint.**

**Please try to give only facts, including what happened (or failed to happen), when it happened and who was involved.**

**If you are not sure of an employee's name or position, or you need other assistance in completing this form, please ask a member of staff or the Complaints Registrar**

**You may attach further sheets if required.**



Large empty rectangular box for the main content of the form.

Signed:	Dated:
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Please return your completed form to:

The Complaints Registrar  
The Office *of the* Committee *for the* Environment & Infrastructure  
Raymond Falla House  
Burnt Lane  
St Martin  
Guernsey  
GY1 6AF

Telephone: 234567  
E-mail: [environment&infrastructure@gov.gg](mailto:environment&infrastructure@gov.gg)

