**Client Complaint form**

**1: Tell us about you**

First name

Last name

![home[1]]() Address



Home Phone:

![Clipart-Cartoon-Design-27[1]]()

Mobile Phone:

![Logo_Email[1]]()

Email:

**2: Tell us about your complaint: Who are you unhappy with?**

**What made you unhappy?**

Tell us what happened.

![reloj-1008[1]]()**When did it happen?**

**What would make you happy?**

Tell us what you would like to happen.

**We might need to talk to you to help fix your problem. Are you okay with this?**

![thumb-down-silhouette[1]]()![thumb-up-silhouette[1]]()**Circle your answer (or delete the
other answer).**

**No**

**Yes**

  **Follow Up:**

**Manager - Outcome:**



Clients response to the resolution:

Client suggestions for improving the complaints process: