

Customer Complaint Form

Customer Information

- Full Name: _____
- Address: _____
- Contact Number: _____
- Email Address: _____

Complaint Details

- Date of Incident: _____
- Time of Incident: _____
- Location: _____

Nature of Complaint

- Product Quality Issue
- Service Delivery Issue
- Staff Behavior Issue
- Other: _____

Description of the Complaint

(Provide a detailed explanation of the issue):

Desired Resolution

(What action would you like us to take?):

Supporting Evidence

(Attach any relevant documents or images):

Acknowledgment

I confirm that the information provided is true to the best of my knowledge.

Signature: _____

Date: _____