

CLIENT COMPLAINTS

ISSUE DATE: NOV 2016

VERSION:

APPENDIX 3

CUSTOMER COMPLAINT FORM

Customer Complaint Form

lame of the Customer Making Complaint: 'elephone/ Mobile Number: civil ID: Address:	Customer Complaint Form
elephone/ Mobile Number: Sivil ID: Address: Stature of Complaint: Sesults of Investigation:	Name of the Customer Making Complaint:
Identification:	Telephone/ Mobile Number:
lature of Complaint: Results of Investigation:	Civil ID:
Results of Investigation:	Address:
Results of Investigation:	
	Nature of Complaint:
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Action Taken:	
ACTION TAKEN:	A sting Talego
	Action Taken:
late when customer contacted with the results of the investigation and action taken:	Date when customer contacted with the results of the investigation and action taken:
	Prepared By:
	Reviewed and Checked By

