

WIMBLEDON AND PUTNEY COMMONS CONSERVATORS

ELECTION COMPLAINT FORM

**CONFIDENTIAL**

Date:

First Name : Surname:

Address for correspondence:

Daytime Telephone No:

Email address:

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| 1. Please describe your complaint as fully and clearly as you can, including how you may have been affected: |

2. Have you spoken/ emailed or written to anyone at the Charity about this complaint before? **Yes/No**

3. If **Yes**, please give the name of the person you contacted and details of what happened as a result:

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| Name of person contacted:  Date contacted:  What happened? |

4. Does this relate to a specific incident? **Yes/No**

5. If so, what date and time did the incident occur?

Date: Time:

How would you like the complaint/enquiry to be settled? (i.e. What would you like the Charity to do to put things right?)

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Any other information which you feel is relevant to your complaint:

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Please return this completed Formal Complaint Form with any covering letter or other relevant information that will assist in the investigation of this complaint to:

Chief Executive

Ranger’s Office

Manor Cottage

Windmill Road

Wimbledon

London

SW19 5NR

E-mail: complaints@wpcc.org.uk