## **Park Community Centre**



Park Community Centre, Chelmsford Street, Weymouth, DT4 7HP 01305 839 579 theparkcommunitycentre@outlook.com www.theparkarea.co.uk Waterside Weymouth Community Forum Registered Charity Number 1081832

## The Park Community Centre Complaints Form

Please use this form to make your complaint, but if you prefer you can write a letter or telephone.

- 1. Name and Organisation (if applicable):
- 2. Address (including postcode):
- 3. Telephone: Email:
- 4. Tell us about your complaint, clearly outlining:
- 4a. Why are you not satisfied?

4b. What do you want us to do to put things right?

5. Have you tried to resolve your complaint before?

If "yes", when? If "yes", how?

6. Any other comments?

Signed	
Print name	
Organisation (1f applicable)	
Date	