compliments and Complaints form

Subject details:

|  |  |
| --- | --- |
| **Title** |  |
| **Forename** |  |
| **Surname** |  |
| **Telephone Number** |  |
| **Mobile Number** |  |
| **Email Address** |  |

Details of other person involved in compliment/complaint:

|  |  |
| --- | --- |
| **Title** |  |
| **Forename** |  |
| **Surname** |  |
| **Telephone Number** |  |
| **Email Address** |  |

Please specify which of the following best describes your compliment/complaint:

|  |  |
| --- | --- |
| **My compliment/complaint is regarding a project** | Yes/ No |
| **My compliment/complaint is regarding the process of my personal data** | Yes/ No |
| **My compliment/complaint is regarding my request of access to data has been handled** | Yes/ No |
| **My compliment/complaint is regarding how my complaint has been handled** | Yes/ No |
| **This is my appeal for a decision made following a previous complaint** | Yes/ No |
| **Other** | Yes/ No |

|  |
| --- |
| **Please Specify any Details of your compliment/ complaint below:** |
| **Project Name & Number (If applicable):** |
|  |

|  |  |
| --- | --- |
| **Do we have your consent to contact you?** | Yes/ No |

By submitting this form Concertus may process your data as described in our privacy policy (Please see link to new Privacy Policy on website).