

**Parish General Complaints Form**

All complaints arising during a church related activity (with the exception of complaints about child abuse) should try to be resolved by discussion between the parties involved. If this is not possible, the complainant should complete the details below and submit it to the Priest In Charge.

Name of Complainant:

\_\_\_\_\_

Contact details :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Details of complaint:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(use separate sheet if needed)

**For office Use Only:**

Complaint form received by :

\_\_\_\_\_

Date form received :

\_\_\_\_\_

Actions to be taken and by whom :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Complainant Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_