

COMPLAINANT DETAILS FORM

NOTE TO PERSON MAKING THE COMPLAINT: This form should be completed, dated and signed by the person making a complaint of a minor breach or a serious breach, and should be submitted with the complaint when it is given to the Complaints Officer of the local government concerned (if a minor breach is alleged) or the Director General of the Department of Local Government and Regional Development (if a serious breach is alleged), so that the Standards Panel or the Department, as the case requires, can contact the person making the complaint to follow up on and deal with the complaint.

NOTE TO COMPLAINTS OFFICER: The Council member complained about is not entitled to, and must not be sent or provided with, a copy of this form (or any address or contact details in it) submitted by a person making a complaint.

DETAILS OF PERSON WHO IS MAKING THE COMPLAINT:	
Name: _____	
<u>Given Name(s)</u>	<u>Family Name</u>
Address: _____	

Postcode: _____	
Telephone No.(s): _____(Hm) _____(Wk)	
_____ (Mob)	
Email address: _____	

NAME OF THE LOCAL GOVERNMENT (CITY, TOWN, SHIRE) CONCERNED:
NAME OF COUNCIL MEMBER/S ALLEGED TO HAVE COMMITTED BREACH:
DATE OF INCIDENT:
_____ / _____ / 20_____

SIGNED:

.....
Complainant / Complaints Officer [*Delete as appropriate*]