



Complaints Progress Form

SECTION A

Complaint form received by:

Name: _____

Signature: _____

Date: ____ / ____ / ____

Comments:

SECTION B

Acknowledgement letter sent:

Date: ____ / ____ / ____

Signature: _____

Outcome advised to all parties in writing:

Date: ____ / ____ / ____

Signature: _____

Complaint forwarded to independent arbitrator:

Not Applicable

Date: ____ / ____ / ____

Signature: _____

Complaint forwarded to TAC

Not Applicable

Date: ____ / ____ / ____

Signature: _____

Complaint Closed:

Date: ____ / ____ / ____

Signature: _____

