

**Complaints form:**

We always welcome feedback and use this to continue to improve our services and ensure we are working to our code of conduct and policies. We aim to get back to the respondent within 28 days once a complaint has been received and seek to find a way to move forward with the issue.

Please complete form send

Via email:

[kim@eiefservices.co.uk](mailto:kim@eiefservices.co.uk)

Post:

25 Bursledon place

Waterlooville

PO75NL

|  |  |
| --- | --- |
| Title: |  |
| Full name: |  |
| Address:  Postcode: |  |
| Email:  Contact Number: |  |
| Day and time of situation in question: |  |
| Staff member/s involved: |  |
| Location: |  |
| Outline of events: |  |
| What would you like done to resolve the situation: |  |
| Signature: |  |
| Print name: |  |
| Date: |  |

