Winchester City Council

HOUSING SERVICES

City Offices
Colebrook Street
Winchester
Hampshire SO23 9LJ

tel 01962 840 222
fax 01962 840 586
telephone calls may be recorded

GENERAL COMPLAINT LOG SHEET

Complainant's Name & Address: . . . . . .

. . . . . .

. . . . . .

Type of Complaint: . . . . . .

Source: . . . . . .

Complaint Ref No: . . . . . .

Date Delivered/Sent: . . . . . .

Investigating Officer: . . . . . .

Ext No: . . . . . .

I certify this is a true & accurate record of events, observed by me at the time the incidents occurred. I understand that it may be used as evidence in court if necessary

Complainant's Signature . . . . . .

Date . . . . . .

DAY & DATE	START TIME	FINISH TIME	DURATION	COMMENTS

PLEASE RETURN TO ABOVE ADDRESS WHEN COMPLETED.

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