



## Downshire Brass

### Complaint Form

Please use this form to tell us about your complaint. If you're not sure about anything, or have difficulties filling in this form, please contact the Downshire Brass Secretary at: [secretary@downshirebrass.com](mailto:secretary@downshirebrass.com). Complaints can also be made privately and in person to any Officer of the Band.

You can download this form off our website ([www.downshirebrass.com](http://www.downshirebrass.com)) to complete by hand and post back to us.

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#### first, please give us your details

surname	<input type="text"/>	telephone	<input type="text"/>
first name(s)	<input type="text"/>	email	<input type="text"/>
date of birth	<input type="text"/>		
address for writing to you (include postcode)	<input type="text"/>		

#### if you are complaining on behalf of someone else please give us their details

their name	<input type="text"/>	relationship to you	<input type="text"/>
address for writing to them (include postcode)	<input type="text"/>	telephone	<input type="text"/>
		email	<input type="text"/>





**please tell us what your complaint is about**

(please provide as much detail as possible, including: relevant dates; persons involved etc.)

**please read and sign this declaration**

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I would like the Officers of Downshire Brass to consider my complaint. I confirm that all the information I have given is true and accurate to the best of my knowledge. I understand that:

- You will use the details provided on this form to see if you can help with my complaint.
- You may require more information from me and may contact me using the details provided.
- If you can't help with my complaint, you will afford me the chance to query anything I don't understand or agree with.

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Date: .....

Signature: .....

