

Quality System	Version 2
DOC038 Complaints Form	22/01/2016
Written by	R. Bailey
Authorised By	I. Johnson Page 1

## Tyne Housing Association Ltd

### Complaint:

My name is:

*If you do not want to give your name, you can still let us know what happened but if we don't know who you are, we will be unable to respond with an outcome to your complaint.*

*If you don't want to talk to anyone from Tyne Housing Association, you can talk to your Social worker, CPN Solicitor, or a family member, or see the CAB or the Council or anyone who you trust to act on your behalf*

I live at:

I want to make a complaint about: *(describe what happened)*

Continued on another sheet? Yes  No

Quality System	Version 2
DOC038 Complaints Form	22/01/2016
Written by	R. Bailey
Authorised By	I. Johnson Page 2

It happened on:

It happened at:

These people saw it:

Name(s):  
  
Address:

These people/person caused it:

Name(s):  
  
  
  
  
  
  
  
  
  
Address:

Are they Tyne Housing Association Staff? Yes  No   
Are they members of staff of another organisation? Yes  No

Quality System	Version 2
DOC038 Complaints Form	22/01/2016
Written by	R. Bailey
Authorised By	I. Johnson Page 3

Details:

It has caused me the following problems:

*(Describe the affect on your quality of life)*

I want you to deal with my complaint like this:

*(What action can Tyne HA take to prevent it from happening again?)*

**Signed:**

**Date:**