

Complaints Procedure Form

Name of complainant:	Name of trainer:
Home Address: (Used by the Office to issue a written response)	
E Mail address:	
Date:	
Time:	

Details of Complaint:	
Signature of Complainant	
Completed by Office Manager	
Date & time of response.	
Date & time that written response	was
despatched.	

43b Bradbourne Lane, Ditton, Aylesford, Kent. ME20 6PD. Te: 01732 873299 E-Mail <u>enquiries@pulsefirstaid.co.uk</u> Web: www.pulsefirstaid.co.uk

Complaints and appeals procedure 09/18 V.3