

COMPLAINTS FORM

Valuation Report Reference Number: _____

Address of Property that was valued: _____

Personal Information:

Name: _____

Contact Number: _____

Email: _____

Mailing Address: _____

Status of individual submitting complaint:

<input type="checkbox"/>	Client
<input type="checkbox"/>	Vendor
<input type="checkbox"/>	Owner

<input type="checkbox"/>	Bank/lending institution
<input type="checkbox"/>	Purchaser
<input type="checkbox"/>	Other:

Nature of Complaint:

<input type="checkbox"/>	Issue with valuation report
<input type="checkbox"/>	Issue with value
<input type="checkbox"/>	Fees

<input type="checkbox"/>	Customer Service
<input type="checkbox"/>	Delivery/delay
<input type="checkbox"/>	Other:

Please provide details of your complaint, you may attach a letter or supplementary sheet if necessary:

In submitting this complaint, I understand and accept that the matter will be handled in accordance with Section 35 – Complaints Handling Procedure (CHP) of the Terms of Engagement under which the valuation exercise was conducted.

Signature

Date