

continued...

Specify date range if applicable:

From:

To:

Resolution

What do you think the Town should do to resolve the issue? Detail below:

Preferred form of contact

Please indicate your preferred method of contact for the duration of processing your complaint:

☐

In writing

☐

Electronic Copy (email)

Claim and Declaration

I declare that all the details provided are true and correct.

Signature

Date

Notes for Complaints

1. Please provide sufficient information to enable the matter to be investigated thoroughly.
2. The Town of Cambridge may request photographic proof of identity when applying, depending on the nature of the complaint.
3. Your application will be dealt with as soon as practicable (and, in any case, within two working days you will receive an acknowledgement).
4. If the complaint process will take longer than 30 days the complainant will be kept up to date with the progress of the complaint.

Applications can be lodged

In person, at

Town of Cambridge
1 Bold Park Drive
FLOREAT WA 6014

By post, to

The Privacy Officer
PO Box 15
FLOREAT WA 6014

Emailed to

maill@cambridge.wa.gov.au