



Have the police been involved? If yes, please provide details

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Expected outcome from complainant

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Agreed action plan for complainant and BHA. (This will be discussed with you by the Housing Management Team)

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When are you normally available (i.e. Mon, Tue - am/pm\_\_\_\_\_)

Do you have any special requirements? (Hearing Impairment/ Interpreter Required) Y/N

Please give details

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Signature of Complainant

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**FOR OFFICE USE ONLY**

RECEIVING OFFICER \_\_\_\_\_

DATE LOGGED ON COMPLAINTS DATABASE \_\_\_\_\_