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| **Any person wishing to lodge a formal complaint about any matter concerning WRISC should complete this Formal Complaint Form and forward it to:** **CONFIDENTIAL:** Executive Officer,  WRISC Family Violence Support,  PO Box 92, Ballarat 3353 |
| **1. Name and contact details of the person making the complaint:** |
| **Name:**  |       |
| **Postal Address:**  |       |
| **Telephone #**  | (H)       (W)       (M)       |
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|  **Your support person (if any) and contact details:** |
| **Name:**  |       |
| **Postal Address:**  |       |
| **Phone #:**  |       |
| **2. What is your complaint?** *(including details of staff/other people involved, date of incidents etc):* |
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| **3. I have attempted to follow up my complaint with the person involved:**[ ]  Yes [ ]  NoIf YES, please give name of staff member/person, date and place of meeting with a brief description of meeting. |
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| **4. What is your expected or desired outcome from your complaint?** |
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| **Your consent for WRISC to investigate**The information I have provided on this form is true and correct to the best of my knowledge. I provide consent for WRISC to investigate my complaint. |
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| **Signature:** |  |
| **Date:** | . |