

3. HOW YOU WOULD LIKE US TO RESOLVE THE MATTER?

Have we provided you with sufficient advice about our complaints procedure, and about the Scottish Public Services Ombudsman service?

YES

NO

Is there anyone you do not want us to speak to in investigating your complaint?

YES

NO

Please provide any additional information regarding the above questions:

Notes taken by:

Date:

I confirm that this note is an accurate record of my complaint

Signature of applicant:

Date:

Thank you for completing this form



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