Client comments recording form

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| --- | --- | --- | --- | --- | --- |
| Type of communications | | | | | |
| Complaint | | Objection | | | Suggestion |
| Contact details | | | | | |
| Name |  | | | | |
| Company |  | | | | |
| Phone number |  | | e-mail |  | |
| Description | | | | | |
| You may use the space below to report any suggestions, complaints or objections. Please, be reminded to include as many details as possible (e.g., your application’s reference number, dates, etc.) | | | | | |
|  | | | | | |

|  |  |  |
| --- | --- | --- |
| Have you ever submitted a communications form for a similar incident in the past? | Yes | No |