



Web Customer Complaint

Number : CC

This section to be completed by the person lodging the complaint.

Name :	Date :	
Address :	Contact numbers :	
Nature of Complaint :		
Service	Product Failure	Product Failure
Late Delivery	Incomplete Delivery	
Complaint Detail :		
Company Name :		
Contact Person :		
Details :		
Value of Claim :		

This section to be completed by the company representative against whom the complaint has been lodged.

Name :	Date :	
Position in company :	Contact numbers :	
Response to Complaint :		
Action Taken :		
Resolution or Outcome :		
Has the claim been successfully resolved? Yes No		
Pelican Systems Comments :		
Complaint number :		
Recommended Action : Remove from website contacts page? Yes No		
Signature :	Name :	Date :