



Local Link Limerick Clare Complaints Form

Local Link Limerick Clare are committed to providing an efficient and courteous service to all our customers.

If you are dissatisfied with the quality of service you received, please return this form to:
The manager, Local Link Limerick Clare, 1 Market Place, Newcastle West, Co. Limerick
 or E-mail to anne.gaughan@locallink.ie

Your complaint will be dealt with in accordance with the complaints and appeals procedure adopted by Local Link Limerick Clare

[PLEASE WRITE IN BLOCK PRINT]

Name:	
Address:	
Telephone Number:	
Email Address (Optional)	
PLEASE GIVE DETAILS OF YOUR COMPLAINT:	
Service:	
Date:	
Cause of Complaint:	

SIGNED: _____ **DATE:** _____

OFFICIAL USE ONLY

Date Complaint Received: _____
 Reference Number: _____
 Date Decision Issued: _____
 Appeal Decision: _____

Referred to/Date: _____
 Date Acknowledged: _____
 Appeal Received: _____