

GRIEVANCE AND COMPLAINT REPORT FORM

Date	
Name of Person	
Making the	
Complaint	Are you an AIMS member? Yes □ No □
Email	
Phone	
Name of Person/s	
to whom the	
complaint is made against	
Date and location	
of incident	
Complaint details	
Please provide as	
much information	
as possible.	
Additional	
Evidence and	
documents can	
be attached to	
this form	
Proposed	
Outcome.	
What would you	
like us to do?	
Signature:	