

# INCIDENT/COMPLAINT REPORT FORM 2018

When filing an Incident/Complaint report form, it must be lodged through your club. Cairns Netball will only accept Incident/Complaint forms that are signed off by the head of a club and are emailed through with all relevant information and statements to [admin@cairnsnetball.net.au](mailto:admin@cairnsnetball.net.au)

**Name:** \_\_\_\_\_

**Club:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

## Details of Incident/Complaint

When did it occur? Date: \_\_\_\_\_ Time: \_\_\_\_\_

Where did it occur? \_\_\_\_\_

Club/s involved: \_\_\_\_\_

Person/s involved: \_\_\_\_\_

Description of Incident/Complaint:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Were there any witnesses if yes please give details below: Yes  No

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Club representative: \_\_\_\_\_ Signature: \_\_\_\_\_

Person reporting the Incident/Complaint: \_\_\_\_\_ Signature: \_\_\_\_\_

