



**COMHAIRLE CATHRACH
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CORK CITY COUNCIL**

Cork City Council is 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 Customer Care Section, Corporate & External Affairs, Cork City Council, City Hall, Cork, or E-mail to corporateaffairs@corkcity.ie. Your complaint will be dealt with in accordance with the complaints and appeals procedure adopted by Cork City Council.

(PLEASE WRITE IN BLOCK PRINT)

NAME : _____

ADDRESS : _____

TELEPHONE NUMBER : _____

PLEASE GIVE DETAILS OF YOUR COMPLAINT :

Directorate : _____ Section/Division: _____

Date: _____ Cause of Complaint : _____

SIGNED: _____ DATE : _____

Official Use Only

Date Complaint Rec'd _____
Reference Number _____
Date decision issued _____
Appeal Decision _____

Referred to/Date _____
Date acknowledged _____
Appeal Received _____