

# Daisy Chain Feedback Form

This is your chance to let us know about your compliment or comment or complaint. When you have filled in this form, please send it directly to Daisy Chain

Someone else can fill in the form for you if you prefer.

## About you

Your name: (block capitals) .....

Your address: .....

..... Postcode: .....

Your telephone number: Daytime: ..... Evening: .....

If you are completing this form on behalf of someone else  
please provide the following details about them:

Their name : (block capitals) .....

Their address: .....

..... Postcode: .....

Their Telephone number: Daytime ..... evening: .....

## Your feedback

Is your feedback: Compliment  Comment  Complaint

What are you giving feedback about? (please give the name of the activity or the name of the person):

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What are the details of your feedback? (Please use a separate piece of paper if you cannot tell us everything in the space provided)

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What would you like us to do? .....

.....

.....

continue over if necessary

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.....  
.....

**What Happens Next?**

We will try to deal with your feedback straight away. If this is not possible, we will:

- ◆ send you an acknowledgement within two working days of receiving your feedback form
- ◆ tell you who is looking dealing into with your feedback, and
- ◆ tell you how long we will take to reply to you.

Signed (to be signed by the person making the complaint)

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Date .....

**Send this form to**  
The Project Manager.  
Calf Fallow Farm  
Calf Fallow Lane  
Norton  
Tesside  
TS20 1PF