

# iU Property Services

## Complaints form



### INSTRUCTIONS

If you would like to report an issue and/or register a complaint with how **iU Property Services** has dealt with you on any matter of business, please fill in the following form and return it to our office as soon as practical. You are also able to lodge your complaint either in writing, by telephone, email, via our website or fax – whichever way is convenient for you. Please provide us with the following information in order for us to help rectify your concern. A representative from iU Property Services will contact you regarding the information you provide.

Date: \_\_\_\_\_

Time: \_\_\_\_\_

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

Property Address (if applicable): \_\_\_\_\_

Contact Details: \_\_\_\_\_

Nature of Complaint: \_\_\_\_\_

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Signed: \_\_\_\_\_

Date: \_\_\_\_\_