PO Box 806 REDCLIFFE QLD 4020
F (1300) 293 997 **T (1300) 337 223**
rentals@deraadtrealty.com.au
www.deraadtrealty.com.au

FORM 24C

Give a photocopy of the notice to the person lodging the complaint ☐

COMPLAINT/DISPUTE NOTICE FORM

Date: / / Time: _____

Person lodging notice: _____

☐ Tenant ☐ Client ☐ Customer ☐ Neighbour ☐ Owner ☐ Other:_____

Address: _____

Contact Telephone No.: _____

Complaint Against: _____

Property Address of Complaint (if applicable): _____

Received by (office use):_____Reference No.:_____

DETAILS of complaint / dispute:

_____
_____
_____
_____
_____
_____
_____
_____

CONVERSATION / RESOLUTION NOTES

_____
_____
_____
_____

We appreciate you taking the time to draw our attention to the above situation. Our office will respond to your complaint in writing within seven (7) days. Should you wish to discuss this matter in further detail, please contact our office and speak with Frank De Raadt
.

All complaints are administered by the Office of Fair Trading or Residential Tenancies Authority. Should you not be satisfied with the way in which your complaint is being dealt with, you may wish to contact one of the above government bodies.

☐ Enter Details to Complaints Register (Office Use)

PPM Group Management SYSTEM™
Copyright © 2004. Palmer Professional Management Group Pty Ltd
Revised Date: 28/02/04