

## **Complaint Resolution Form**

(When completed, please sign and return this form to the Bank.)

| Name: / | Account # |
|---------|-----------|
|---------|-----------|

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

Address for non-customers:

Nature of Complaint (If necessary use additional sheets and /or attach any documentation related to the complaint):

Date(s) the problem occurred: \_\_\_\_\_

Bank employee(s) with whom you were working:

Complainant Signature(s):

I certify that the information I have provided is a true and accurate statement. I understand that this information will be reviewed by Bank Management and that Bank Management may, as necessary, share this information with their attorney to ensure proper resolution. I also understand that the bank will generally respond within 10 business days.