

UPPER MEDWAY INTERNAL DRAINAGE BOARD

17 Albion Place
Maidstone
Kent
ME14 5EQ
Tel: 01622 758345
Fax: 01622 693665
Email: enquiries@medwayidb.co.uk

COMPLAINT FORM

Your Name:

Your address, including post code:

Telephone Number:

Email Address:

Briefly explain the nature of your complaint:

What do you feel went wrong?

What do you think the IDB should do to put things right?

Signed:	Date:
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A copy of this form will be logged in a register by the Clerk to the Board who will identify a senior person in the Board to deal with your complaint. A written response will be sent, where possible, within 15 working days. If the matter will take longer to investigate you will be informed.

If you are not satisfied with the reply you receive then you should write again to the address on page 1 and arrangements will be made for a further review to be carried out at a more senior level in the Board.