## **Info Sheet D**



## **Compliments & Complaints**

If you have been pleased or upset by the quality of service you have received from any team or individual, please indicate this by completing the online form available on our website and we will pass on your views.

There are a few ways to send us complaints and compliments about our services. On our website there are options to either download and print out the relevant forms or there is an online electronic form provided.

Alternatively you can now also submit any complaints or compliments by returning this fact sheet to us at the address shown below.

Name:		
Address:		
Phone No:		
Message:		

further details available on our website

www.ot-cs.com