Northwest Territories Municipal and Community Affairs

CONSUMER COMPLAINT FORM

CONSUMER INFORMATION

Name: _____
Please print or type **Last** **First** **Middle Initial**
Address: _____

City: _____ Province or Territory: _____ Postal Code: _____

How may we contact you?: _____

Phone: Day: (_____) _____ Evening: (_____) _____ Email:
THIS OFFICE WILL HANDLE A COMPLAINT ONLY IF A COPY OF YOUR COMPLAINT CAN BE SENT TO THE BUSINESS. If you do not want your complaint sent to the business, please explain**:**

_____

BUSINESS INFORMATION

Name of Business Involved: _____
Please print or type
Business Address: _____
City: _____ Province or Territory: _____ Postal Code: _____

Phone: (_____) _____ Name of Owner or Manager (If known): _____

Names and Addresses of any other businesses involved in your complaint: _____

_____

Item or Service Purchased: _____

Cost of Item or Service: _____ Did you sign a contract?: Y N Account # (if applicable): _____

Date of Transaction: _____/ _____ / _____ Salespersons: _____

Was an advertisement involved? Y N Date and Source of Advertisement: _____

ABOUT YOUR COMPLAINT

Have you complained to the Business: Y N If YES, to whom: _____

What response did you receive? _____

If you have not contacted the business, explain why not: _____

Have you filed a complaint about this business with Consumer Services before? Y N If Yes, the date: ___ / ___ / ___

Have you contracted a private attorney? Y N

Is there a court or other legal proceeding pending? Y N If YES, please explain: _____

EXPLAIN YOUR COMPLAINT IN DETAIL (use additional pages if necessary):

What do you think the business should do to resolve your complaint?

In filing this complaint with Consumer Services of Municipal and Community Affairs, you are stating that the information you are providing is true to the best of your knowledge and that the information can by used by Municipal and Community Affairs in the office's enforcement activities.

Please Note: The *Consumer Protection Act* is amended to ensure that the provisions that limit access and provide for security of information collected during investigations under the Act continue to apply despite *the Access to Information, Protection of Privacy Act.*

SIGNATURE

DATE