

## Complaint Form

Complaints can be submitted in a sealed envelope marked **confidential**:

By Mail: The Corporation of the Township of Drummond/North Elmsley  
310 Port Elmsley Road  
Perth ON K7H 3C7  
Attention: CAO

Email: [admin@dnetownship.ca](mailto:admin@dnetownship.ca)

Website: [www.dnetownship.ca](http://www.dnetownship.ca)

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**Please provide us with your contact information:** (All fields are mandatory.)

Name:

Mailing Address:

Phone Number:

Email address:

Have you read the Complaints Procedures:

Yes ☐

No ☐

Have you reached out to the CAO as outlined in the first step of this policy:

Yes ☐

No ☐

What is your complaint? Please include relevant date(s), location, and background information, including municipal employees you have contacted regarding this matter.

How could the situation be improved?

Please refer to the policy to determine what is not considered a valid complaint.

*Note: Personal Information on this form is being collected under the authority of the Freedom of Information and Protection of Privacy Act R. S.O c.f.31,s.39(2) for the purposes of improving Complainant Service.*

By signing this form, I am attesting to the accuracy of my complaint.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (Year/Month/Day)