

Richmond Athletic AFC Complaint, Dispute or Incident Form



Richmond Athletic Association Football Club endeavours to provide a safe, encouraging and positive family environment. We are aware however that emotions and actions may become a bit tense at times when it comes to a matter of a sporting nature.

The purpose of this form is to allow any persons feeling the need, the ability to start an investigation for a complaint, dispute or incident that may have arisen from a game or time that involved a member of Richmond Athletic AFC or a person connected to the club.

Any party, who feels they have a need, may fill this form in.

Please fill in appropriate details and email it to the club's president **Scott Davis** at president@richmondathletic.co.nz and he will forward to the appropriate person within the club to ensure maximum efficiency and action.

Please fill in your contact details to ensure Richmond Athletic AFC can send a reply and any further correspondence to you.

Date of form completion	
Are you filling this form in on behalf of someone else?	
If yes Name of person	
If no leave blank	
Name of person filling in the form	
Phone number	
Email address	

Nature of complaint	
Date of incident	
Time of incident (approx.)	
Place incident occurred	
Team name and grade if known	
Player/s involved name, description or shirt number	
Coach of team if known	

Other persons involved and relationship.	
Details of incident (also use over page if required)	

Signature of person filling in form	
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Richmond Athletic AFC endeavours to respond to all complaints within three working days of receiving this form.