

# Client Complaint Form

Please fill out the form below and return it to [info@lexuslaw.com](mailto:info@lexuslaw.com) with the subject line 'Complaint Submission'.

<b>Matter Number</b>	<b>File Ref</b>

## Personal Details

<b>Forename</b>		<b>Middle Name</b>	
<b>Surname</b>		<b>Former Name</b>	
<b>Home Address 1</b>		<b>Home Address 2</b>	
<b>Town/City</b>		<b>Postcode</b>	
<b>Telephone (H)</b>		<b>Telephone (M)</b>	
<b>Telephone (W)</b>		<b>Email</b>	

## Method of Communication Preference

<b>Telephone</b> <input type="checkbox"/>	<b>Email</b> <input type="checkbox"/>	<b>Post</b> <input type="checkbox"/>
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Please provide details of the person handling your matter

Forename		Surname	
Department			

Have you notified this person of your concern?

Yes  No

What is your complaint regarding?

Services Provided  Our Fees  Other (please state below)

Comments in respect to the above question

What kind of legal work was involved?

Please provide details of your complaint

Problem	Date you first became aware

Please describe the effect this has had on you

Have you contacted anyone else about your complaint?

Yes (please provide details below)

No

What action would you like us to take to resolve the matter?

Signed

Date

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