

AMES Australia Feedback form

As part of our Continuous Improvement Process, AMES Australia welcomes your compliments, complaints and suggestions.

Please complete this form and either place in the suggestion box provided at reception or call on 13AMES or email to enquiries@ames.net.au

Date: / /	Venue / Site:
-----------------	---------------

Received from:

<input type="checkbox"/> Student	<input type="checkbox"/> Client/Customer	<input type="checkbox"/> Referred from the Department	<input type="checkbox"/> Visitor
<input type="checkbox"/> Employer (Employment Division)	<input type="checkbox"/> Staff	<input type="checkbox"/> Volunteer	<input type="checkbox"/> Other (specify):

Feedback:

<input type="checkbox"/> Complaint	<input type="checkbox"/> Compliment	<input type="checkbox"/> Suggestion
------------------------------------	-------------------------------------	-------------------------------------

Your comments:

Thank you for your feedback. If you require a personal response please complete the next section, specifying your preference for contacting you.

Name (Print):		
Phone:	(H):	(W):
Email		
Address:		
		Postcode:
For HSP clients only	VISA Type:	

Office use only

Date Received by Reception:	/ /
Date forwarded to relevant Manager:	/ /

Name of Manager:	
Action taken by Manager:	
Date Action completed: / /	Signature:
Filed in Customer Feedback register <input type="checkbox"/>	