## Appendix 3

|  |
| --- |
| **Complaint Form** |
| **Complainant** |
| Name: |  |
| Address: |  |
| Telephone: |  | Email: |  |
|  |
| **Scheme Member(s) against whom Complaint is made** |
| Approved Certifier (If applicable) | Approved Body (If applicable) |
| Name: |  | Name: |  |
| Registration Number: | SER1-D- | Registration Number: | SER1-DB- |
|  |
| Project (if applicable) |
| Certificate number: |  |
| Project reference: |  |
|  |
| **Requirements of the Scheme considered to have been infringed** (Please list) |
|  |
|  **Clear and concise account of Complaint** |
|  |
| ***Evidence to support your Complaint should be annexed to this Form and shall be deemed to be part of this Form. Any documents submitted should be individually numbered and identified on a separate list.*** |
| **Signature of Complainant:** | **Date:** |
|  |  |