



# FEEDBACK & COMPLAINTS FORM

## 1. Are you providing feedback or making a complaint?

- Feedback
- Complaint

## 2. Your Contact Information (Optional)

Name

Email

Phone

*You can choose to remain anonymous. However, providing your contact information helps us follow up and resolve issues effectively.*

## 3. Details of Feedback or Complaint

Date of incident/interaction (if applicable) \_\_\_/\_\_\_/\_\_\_

Name(s) of Y Careers staff involved (if applicable)

Description

*Please provide as much detail as possible, including what occurred, your suggestions, or your concern. If applicable, include relevant dates, times, or locations.*

**4. Have you already spoken to a Y Careers staff member or representative about this?**

Yes

No

If yes, please provide details (e.g., who you spoke to and any outcomes):

**5. Desired Resolution or Outcome**

*For complaints, please let us know how you think the issue could be resolved.*

**6. Attachments (Optional)**

*(Attach any supporting documents, screenshots, or other relevant materials.)*

**7. Submit Your Form**

Please submit this form:

Email to [complaints@ycareers.org.au](mailto:complaints@ycareers.org.au) or call us at 1300 198 701