



Stettler Minor Hockey Association

Complaint Handling Procedure



INCIDENT REPORT FORM

Submit completed form to:
Stettler Minor Hockey Association
Attn Past President
Box 141, Stettler, Alberta, T0C2L1
Fax: 403-742-4318
Email: stettlerhockey@gmail.com

This form is to be utilized by anyone in the Stettler Minor Hockey Association to report an incident of unacceptable behaviour. An individual is considered to be displaying unacceptable behavior if they are verbally or physically harassing and/or abusing a game participant (player, coach, spectator, or official).

DATE & TIME OF INCIDENT _____

NAME OF OFFENDING INDIVIDUAL _____

ASSOCIATED WITH (TEAM NAME) _____

NAME(S) OF ADDITIONAL WITNESSES _____

***On a separate attachment, please provide a clear description of the unacceptable behaviour witnessed.
Please use black ink or type the report. Reports that are not legible will not be reviewed.***

You can expect an official to investigate your report. Unfortunately a written response to all reports is not possible as our volunteers do not have the resources to do so. We do however hope to be able to contact complainants at some point during or after the investigation. Resolution typically takes 2 to 4 weeks from receipt.

Please summarize your expectation of the outcome resulting from your report:

If additional space is required, please use reverse side or attach separately.

NAME: _____

ADDRESS: _____ City/Town: _____

PHONE: _____

SIGNATURE: _____ DATE: _____