

Please note the following:

- MLMHA cannot guarantee complete confidentiality. The contents of this document may be shared in an effort to resolve the complaint here within.
- Complaints will be addressed according to severity, resources and safety for participants.
- All complaints must accompany the "Complaint Submission Form" prior to review.
- Complaints will be resolved either informally or formally as according to the MLMHA Policy and Procedures Manual.

Please complete the following:

1. Person making the complaint: Player Parent Volunteer Official

Name: _____

Address: _____

Phone number: _____ email: _____

2. Person on behalf the complaint is made: (to be completed if different from above)

Name: _____ Date of Birth: _____

3. Name of Person(s) against whom you are complaining:

Name: _____

Title/Role: _____ Team: _____

Name: _____

Title/Role: _____ Team: _____

4. When did the last incident occur? (date): _____

5. Particulars: Provide a summary of the incidents you are complaining about. Your summary must answer the following questions:

1. Date incident(s) happened?
2. Where did the incident(s) happen?
3. Who was involved (name and title/role)?
4. What happened?
5. How were you treated differently from others (if at all)?
6. Remedy/resolutions you are seeking?

