

## Complaints Form

**All information provided will be treated in strictest confidence**

Please complete all fields marked \*

Date and Time of Incident *	
Has the incident been reported to the Police? *	
If it has been reported to the Police, do you know the details of the officer dealing and the station he/she is based and Crime number (if any)	
Your Name *	
Your Address *	
Telephone Number *	
Email Address	
What is the best time of day to contact you? *	
Please enter any details you have of the vehicle or driver concerned. E.g. driver's badge number, vehicle registration number or licence plate number, description of vehicle or driver *	

When this form is received you will be contacted by an enforcement officer who will advise you as to the action that the Vale of Glamorgan Council is able to take and may require a witness statement from you.

Please describe the incident as fully as possible \*

Please use this space for any general comments you wish to make

Signed:

Dated: