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COMPLAINT RECORDING PROTOCOL

Name and address of Client:

Phone number and e-mail address:

Way of notification:

Place, time and way of submitting the complaint:

Detailed description of the complaint, containing both the cause of the complaint and the concrete claims:

Copy of the documents corroborating the complaint: [attached] / [there is no such document]

List of the documents and other proofs presented by the Client:

Date:

Signature of the protocol recording administrator

Signature of the Client submitting the complaint

I received a copy of this protocol.

Date:

Signature of Client