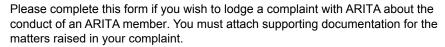
## **COMPLAINTS FORM**



The completed form and any attachments can be sent to ARITA at the address below, or by email to **complaints@arita.com.au**.

Before completing this form, please read the ARITA complaints procedures and processes so that you understand what to expect and the options that are open to us. Information on matters we can't investigate is provided below.



## **ABOUT YOU**

Phone

Title	First Name	Last Name		
Company		ACN		
Postal Address				
Phone		Mobile		
Email				
Relationship to the o	company Director Cred	litor Employee		
	Customer Shareholder Othe	er (please specify)		
For ARITA to properly investigate the circumstances, we will need to contact the ARITA member that is the subject of your complaint. We will also share with them the information you have provided, including your personal details. You are taken to agree with this when you lodge your complaint, if you do not, please explain why.				
ABOUT THE II	NSOLVENCY PRACITIONER			
	ship of individuals and may only investigate compla NTA member. Member look-up is available on our v	nints against members, not firms. Have you checked that the website.		
Title	First Name	Last Name		
Position		Company		
Address				

Email

Briefly, what is your complain	ıt about?		
		our complaint.	
DETAILS OF YOUR CO		our complaint.	
		our complaint.	
		our complaint.	

Have y	ou commenced any legal action? If so, what is the status of this action?
	you taken other formal actions? For example, have you referred the complaint to ASIC, AFSA, the CAANZ or CPA
Austra	alia?
<b>0</b> 41	
Otner	comments.
Matter	rs we can't investigate
	innot investigate complaints in the following circumstances:
,,, o	and the stage somplaine in the following off culticulations.
•	if the practitioner is not an ARITA member
•	that are a commercial dispute
•	more appropriate to be heard in an alternative forum, including matters subject to ongoing court proceedings or
	determined by the court (unless an adverse determination has been made regarding the member's conduct)
•	that are unsupported by the documentary evidence available
•	that are made anonymously
•	that occurred more than five years ago
•	if the complainant does not have the authority to lodge the complaint

ARITA

We also will not investigate vexatious or frivolous complaints.

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