## **Customer Complaint Resolution Response Form**

| Customer Name              |
|----------------------------|
|                            |
| Customer ID                |
|                            |
| Contact Information        |
|                            |
| Complaint Details          |
|                            |
|                            |
| Date Complaint Received    |
|                            |
| Resolution Provided        |
|                            |
|                            |
| Date of Response           |
|                            |
| landled By (Staff Name)    |
|                            |
| Customer Feedback (if any) |
|                            |
|                            |