

Compact Dispute Resolution Template

Making your complaint (see notes in stage 1 regarding trying resolve the issue internally first)

Details of the organisation raising the complaint:

Contact Name:

Tel No:

Email:

Organisation Name:

Address:

Details of the organisation the complaint is against:

Contact Name:

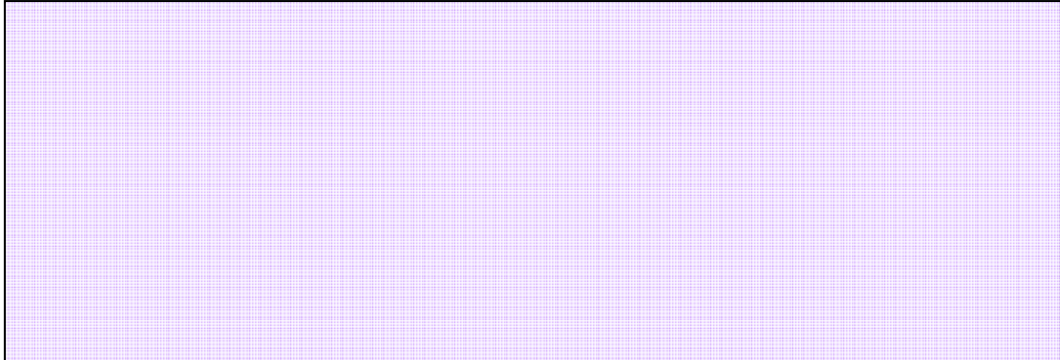
Tel No:

Email:

Organisation Name:

Address:

1. Have you already raised this dispute with the organisation concerned directly? If yes, what was the outcome? (Please enclose copies of any correspondence)



2. Details of the dispute:

Using additional sheets of paper if necessary, please detail as clearly and concisely as possible information about the dispute including:

- A summary of the issues in the dispute
- The compact code or commitment which is felt to have been breached/broken
- Names and roles of parties involved
- Date of relevant events/episodes
- Copies of relevant correspondence
- What action has been taken to resolve the matter to date



3. What outcome do you want from making raising this dispute?

Please return this form to the Third Sector Partnership Team, M7, The Gateway, Sankey Street, Warrington, WA1 1SR. Tel: (01925) 248462. Email: thirdsector@warrington.gov.uk