PENN HILLS GIRLS SOFTBALL ASSOCIATION

OFFICIAL COMPLAINT FORM

Instructions:

1. Complete and sign this form and submit to any PHGSA Board member.

(Writing must be legible, and all complaints must be signed and dated to be acted upon)

2. State completely the nature of your complaint:

_____

_____

Who is involved? _____

Occurrence: (Date)_____ **(Time)**_____ **(Location)**_____

State what happened?

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

Witnesses (If applicable):

_____
_____
_____

Your signature _____ **Date** _____

Your complaint has been received and will be processed according to established procedures.

Board member signature_____ **Date** _____