



## Official Complaint Form

The Vegan Society of Aotearoa New Zealand takes all complaints and disputes seriously, treating members with grievances in a fair and transparent manner. This form allows members to submit a written description of a complaint as part of the Society's Complaints and Disputes Procedure.

Before submitting this form, members should attempt a direct and informal resolution with the person about whom they have the complaint. This form will be kept private, but will be viewed by the Society's board members, the person being complained about, and possibly an independent mediator.

The completed form can be emailed to [info@vegansociety.org.nz](mailto:info@vegansociety.org.nz) or posted to:

The Vegan Society of Aotearoa New Zealand  
PO Box 78111  
Grey Lynn  
Auckland 1245

### YOUR DETAILS

Full name:

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Address:

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Phone number:

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Email:

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**DESCRIBE YOUR COMPLAINT**

**(Please include all relevant details: who, what, where, why, how, etc.)**

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**WHAT STEPS HAVE YOU TAKEN TO RESOLVE YOUR COMPLAINT?**

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**WHAT IS YOUR DESIRED OUTCOME?**

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Signed:

Date:

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The Society will confirm in writing when it has received your complaint. For information on the next steps in the process please see the Complaints and Disputes Procedure documentation.