***SHOWMEN’S GUILD OF GREAT BRITAIN***

***FORM OF COMPLAINT***

**A DEPOSIT OF £25.00 MUST BE SENT WITH EACH COMPLAINT**

This form must be completed and sent to the Section Secretary concerned within 14 days of your first knowledge of the offence. The second copy should also be completed and sent at the same time, or delay may be caused. You may keep the third copy for your records.

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| To the Secretary of the Section |

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| I/We M/Ship: Section: |
| Address, Tel & Email: |
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Wish to lodge a Complaint against:

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| Name: |
| Membership Number: Section: |

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| Date of the alleged offence: |
| Date I first knew of it (if different from above) |

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| Where did it occur? |

The number and paragraph of the Rule or Bye-Law alleged to be broken. You are advised to read carefully the rules that you think are appropriate to your case before completing this form

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Explain why it is considered the Rule or Bye-Law has been broken. This information is necessary for the committee and the other party to know why you are complaining. Continue on the reverse of this sheet if necessary.

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| Signed: Date: T/phone No: |

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| For Office Use Only | Date Received: | Reference: |