

# DOORAL ROUNDUP

## COMPLAINT FORM

If you wish to lodge a complaint about something you have seen or read in our community newspaper, please complete the following form and either email or post it to us at:

Email: [editor@dooralroundup.com.au](mailto:editor@dooralroundup.com.au)

Post: PO Box 149, Glenorie, NSW 2157.

We will acknowledge receipt of your complaint within 24 hours of receipt and will respond in writing within 5 business days. More complex complaints may require more time to investigate but we will advise you of the expected time.

Please provide the following information:

Given Name: \*

Family Name: \*

Email Address: \*

Phone Number (Landline or Mobile): \*

Address:

### **PUBLICATION DETAILS**

The following details must be provided about the article or other published material which is the subject of your complaint:

What is the name of the Newspaper, Magazine or Website where the material was printed? \*

Please indicate the date/s on which the material was published and the page number. \*

If it was published online, please supply the URL or any other identification which can help us locate the material.\*

***Please also send us a printed copy or screenshot of the material.***

Please tell us where you saw the material (Print/Online/Both) \* Circle as appropriate.

Print

Online

Both Print and Online

### **REASONS FOR COMPLAINT**

Please state in no more than 400 words the reasons for your complaint. (Attach another sheet of paper if you cannot summarise the reasons for your complaint in the space provided.) \*

## OTHER INFORMATION

Were you personally identified in the article? \* Tick as appropriate.

Yes

No

Were you directly affected by the article's contents? \* Tick as appropriate.

Yes

No

If 'Yes', how were you directly affected?

If 'No', what is the main reason for your complaint?

Thank you for providing this information. We will investigate and respond to your complaint.

This form can either be emailed to us, or sent by post. Our details are as follows:

Complaints Officer  
Diana Paton  
Mobile: 0408 011 193  
Email: [editor@dooralroundup.com.au](mailto:editor@dooralroundup.com.au)

Correspondence to:  
Dooral Roundup  
PO Box 149, Glenorie, NSW 2157.

Please allow 5 working days for post to be delivered.

If for any reason you do not hear from us within 6 working days, please call Diana on 0408 011 193 and we will provide you with an update.