

COMPLAINTS, PROBLEMS OR QUESTIONS?

GREATER GARDNER STREET HOCKEY COMMUNICATION REPORT

The preceding page is an example of the "**Communication Report**" that Greater Gardner Street Hockey Association uses. These forms are available online at the G.G.S.H.A. web site, www.ggsha.org. This form is to be used to report problems, make formal complaints and ask questions about situations that you have been unable to get resolved. It can also be used to express ideas of things that you would like to see GGSHA involved with.

The reports will also be used by coaches and administration to record and document discipline problems.

After you fill out the form, please enclose it in a sealed envelope and send it to:

Greater Gardner Street Hockey Association

Attn: Board of Directors

PO Box 804

Gardner, MA 01440

You may also, hand deliver to any active GGSHA board member or coach as well.

These reports will be kept in strict confidence. All reports will have action taken on them at the next Board of Directors Meeting.

**GREATER GARDNER STREET HOCKEY ASSOCIATION
COMMUNICATION REPORT**

Required Information:

Name (Please Print) _____ Date: _____
Time: _____

Division: _____ Team: _____

Regarding:

Game Date: _____

Coach: _____ Asst: _____

Referee #: _____

Scorekeeper: _____

Other: _____

Comments (Describe problem/situation)

_____ Phone #: _____

Signature: _____

Printed Name: _____

Please be advised that no issue will be addressed unless all information is completed above and signed by you. This information is required so we may investigate the issues at hand. All reports will be addressed at the next scheduled board meeting and will be strictly confidential. We would like your opinions on any issues both positive and negative.