

**MINISTRY OF CULTURAL HERITAGE AND ACTIVITIES**

**Reggio Emilia Record Office**

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**COMPLAINT FORM**

*(PLEASE WRITE IN BLOCK CAPITALS)*

**COMPLAINT MADE BY**

**SURNAME** \_\_\_\_\_  
**NAME** \_\_\_\_\_  
**BORN IN** \_\_\_\_\_ **PROVINCE** \_\_\_\_\_ **ON** \_\_\_\_\_  
**RESIDENT IN** \_\_\_\_\_ **PROVINCE** \_\_\_\_\_  
**STREET** \_\_\_\_\_  
**POSTCODE** \_\_\_\_\_ **TEL.** \_\_\_\_\_ **FAX** \_\_\_\_\_

**SUBJECT OF COMPLAINT**

\_\_\_\_\_  
\_\_\_\_\_

**REASON FOR COMPLAINT**

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**REQUESTS FOR IMPROVEMENT OF THE SERVICES**

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As per art. 13 of Legislative Decree no. 196 of 30/06/2003, please note that your personal details will be processed and used solely in order to respond to this complaint, and to provide information on cultural events organized by this Institute.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

**You will receive a response to this complaint within 30 days.**