

Please complete all the fields below and return to Council via email [integrity@sunshinecoast.qld.gov.au](mailto:integrity@sunshinecoast.qld.gov.au) or mail attention to the Integrity Management Unit

1. Applicant details		
Surname:	Given names:	
Postal address:		
Suburb:	State:	Postcode:
Business phone	A/H phone	Mobile:
Email address:		

2. I am concerned about (please tick the box/es that are applicable)
<input type="checkbox"/> Act or a failure to do an act by a Council employee
<input type="checkbox"/> An action about a matter of administration that directly affected me <sup>1</sup>
<input type="checkbox"/> The unprofessional personal conduct of a Council employee
<input type="checkbox"/> The misuse of authority of a Council employee
<input type="checkbox"/> Misappropriation or unauthorized use of resources by a Council employee
<input type="checkbox"/> Behaviour by a Council employee that I believe to be bribery or a secret commission

3. The details of my complaint are:	
Signature	Date:

If you have any further questions about how to make a complaint with Council please contact Customer Service

<sup>1</sup> Administrative action includes a decision and an act; failure to make a decision or do an act, including failure to provide a written statement of reasons for a decision; the formulation of a proposal or an intention; the making of a recommendation.

**Privacy**  
 Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with council's privacy policy.