

Submitting Feedback to Warrigal

On the Warrigal website, you will find the tile below. By clicking on this is you will open the Feedback page and be able to lodge your feedback form.



1. **Site/Service** allows you to select the location your feedback relates to.
2. **Type** allows you to select the type of feedback you would like to provide.
Note: The three kinds of feedback collected are as follows; Compliment, Complaint and Improvement Suggestion.
3. Enter the **Subject Title**, this is the heading for your feedback. For example: Fantastic customer service provided.
4. Date will be auto-filled for today's date, you are able to select a prior date if required.
5. **Provide details of the Compliment, Complaint or Improvement Suggestion.** Ensure this is detailed (what happened, when and who was involved).
6. Enter your **name** in the box provided, or leave it blank if submitting anonymously.
7. Enter your **email** in the box provided if you would like to be contacted back in regards to your feedback submission.
8. You can also provide your **phone number** if you would like to be called.

Note: While providing your name and contact information is voluntary, we encourage you to enter these details so we may provide you with a response to your feedback.
9. Once the form is completed, select **Submit** at the top right corner of the page.
10. The page will refresh to advise feedback has been submitted. You are able to select **Submit New Feedback** to start the process again, otherwise you can close the browser window.

Below is an example of what the Feedback pages looks like.



OVERVIEW

Complete this feedback form if you would like to provide a compliment, complaint or improvement suggestion. Should you choose to provide your details, we will respond as soon as possible. Thank you.

eFeedback Submit Cancel

Site / Service Please Select	Type Please Select
Subject Title	Date 05/05/2023
Details	
Your Name (or leave blank if anonymous)	Your Email Address for us to reply to
Your Phone Number, if you would like us to call you	