

## Form Completion

### Questions 1 – 10

Complete the form below.

Write **NO MORE THAN TWO WORDS AND/OR A NUMBER** for each answer.

#### **COMPLAINT RECORD FORM**

Holiday booked in name of : **1.** First name \_\_\_\_\_ Last name \_\_\_\_\_

Address : Flat 4

**2.** \_\_\_\_\_

Winchester SO2 4ER

Daytime telephone number: : **3.** \_\_\_\_\_

Booking reference : **4.** \_\_\_\_\_

Special offer? : Yes, from **5.** \_\_\_\_\_ company

Insurance? : Yes, had **6.** \_\_\_\_\_ Policy

Type of holiday booked : **7.** \_\_\_\_\_ Break

Date holiday commenced : **8.** \_\_\_\_\_

Details of complaint: : • no **9.** \_\_\_\_\_ at station

: • a **10.** \_\_\_\_\_ was missing