

COMMENTS AND COMPLAINTS FORM

Date: _____

Name: _____

Address: _____

City: _____

State: _____

Zip code: _____

Phone: _____

Email: _____

Comment or complaint received:

In person By phone By email

Nature and description of comment or complaint

(Description, circumstances, place and time if relevant, etc.)

SECTION FOR USE BY THE PARTY RESPONSIBLE FOR ADDRESSING COMMENTS AND COMPLAINTS

Follow-up made

(Please describe the actions taken following receipt of the comment or complaint)

Mitigation measures

(Please describe the mitigation measures or corrections taken/made, if required)

Feedback and information

For complaints, when and by what means was a response made to the party filing the complaint?

Additional information

Date completed on: _____

Responsible for comment and complaint follow-up

How to File a Complaint

Please submit either in person at project site office, by phone (604) 633-9990 ext. 2011 or by email Hillcrest_Solar@innergex.com.

If the complainant is unsatisfied with the resolution of their complaint, they are encouraged to contact the OPSB at 866-270-6772 or contactopsb@puco.ohio.gov.