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Email: admin@pemberton.ca

CUSTOMER SERVICE REQUEST

Name: _____

Address: _____

Request No.
_____ - _____

Phone: _____ Email: _____

Customer Follow-up Required? YES NO If YES, contact by: Phone Email

Nature of request: _____

Signature: _____	Date: _____
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Personal information you provide on this form is collected pursuant to section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of addressing this request or issue. Customer Service Requests are forwarded to the appropriate department for review, where a decision will be made as to what action will be taken. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to Sheena Fraser, Manager of Corporate & Legislative Services (sfraser@pemberton.ca or 604-894-6135).

For Office Use Only			
Received by: _____	<table border="1" style="width: 100%;"><tr><td style="text-align: center;">Date of follow up:</td></tr><tr><td style="text-align: center;">_____</td></tr></table>	Date of follow up:	_____
Date of follow up:			

Referred to: _____			
Cc: _____			
Notes: _____			

