

Customer Inquiry Form Sample for Complaint Submission

This **customer inquiry form** sample is designed to streamline complaint submission, ensuring all necessary details are captured efficiently. It provides a user-friendly interface for customers to express concerns or report issues promptly. Utilizing this form enhances customer service by facilitating swift and organized complaint management.

Customer Details

Full Name:

Email Address:

Phone Number:

Complaint Details

Order/Reference Number (if applicable):

Date of Incident:

Complaint Category:

--Please select--

Complaint Description:

Preferred Contact Method

☒ Email

☐ Phone

Submit Complaint