

# Hotel Guest Complaint Inquiry Form

Use this **hotel guest complaint inquiry form** sample to efficiently gather and address customer feedback. It ensures clear communication of issues to improve guest satisfaction. Customize the form to suit your hotel's specific needs and enhance service quality.

**Guest Name:**

**Room Number:**

**Contact Information (phone/email):**

**Date of Stay:**

**Type of Complaint:**

-- Select --

**Complaint Details:**

**Desired Resolution:**

**[Staff Use Only] Action Taken/Notes:**

**Submit Complaint**