



Softball Alberta Complaint Form

This form is designed to take in complaints from members of Softball Alberta who seek resolution beyond their Team / Association. *Please note that if this complaint or concern is an emergency, it should be immediately referred to your local police.*

The Softball Alberta Complaint Committee will meet to go over any complaints received unless special circumstances dictate otherwise. Their main goal will be to determine the best course of action to resolve the complaint, which may include referring it to a third party. The Complaint Committee also reserves the right to refer the complaint back to the local Team or Association.

NOTE: All complaints regarding softball programs located in education institutions (i.e. high schools, universities) should **not** be referred to Softball Alberta, rather to their governing structure (i.e. Principals, Alberta Schools Athletic Association, Athletic Directors, Deans of Faculties, etc.)



Softball Alberta Complaint Form

Please answer all questions completely. Anonymous submissions will not be accepted.



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|--|--------|-------|
| COMPLAINT | | Date: |
| Submitted by (Full Name): | | |
| Email: | Phone: | |
| Membership with Softball Alberta: (ie Team or Association registered with) | | |
| Nature of Complaint: | | |
| <div>Harrassment Abuse</div> <div>Inappropriate Behaviour Other (please explain):</div> | | |
| Details of the complaint. Please ensure you use the names of any alleged perpetrators & locations: | | |

| | |
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| WITNESSES | |
| Witness #1 Name: | |
| Phone #: | Email: |
| Witness #2 Name: | |
| Phone #: | Email: |

| | |
|---|-------------|
| PROCESS | |
| Has this complaint been filed with your local Team / Association? | Yes No |
| If yes, name of person (s) & position (s) the complaint was filed with: | |
| Person #1 Name: | Position: |
| Person #2 Name: | Position: |
| If yes, what was their decision or resolution? | |
| If no, why? | |

RESOLUTION

Why did the local Team / Association's decision not resolve the situation?

What is the resolution you would like to see come of this complaint?

Have legal opinions been sought on this matter? Yes No

If yes, what was the option rendered?

Name of the Legal Advisor:

Email:

Phone:

ACKNOWLEDGEMENTS

I understand that my local Team / Association and/or the alleged perpetrator will be contacted regarding this issue and that it is within the right of the Softball Alberta Complaint Committee to refer this matter back to my local Team / Association for resolution.

I understand that I have the right to take this complaint to a third party if I do not feel it has been resolved to my satisfaction.

Once completed, please send this form to:

Michele Patry – Executive Director

michele@softballalberta.ca

780-461-7735