Appendix reporting forms complaints

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| **Noise complaint report form** | | Date: |  | I Ref. No. |
| Name and address of complainant | |  | | |
| Tel no. of complainant | |  | | |
| Time and date of complaint | |  | | |
| Date, time and duration of offending noise | |  | | |
| Weather conditions  (e.g., dry, rain, fog, snow) | |  | | |
| Wind strength and direction (e.g.,light, steady, strong, gusting) | |  | | |
| Complainant's description of noise  (e.g., hiss, hum, rumble, continuous, Intermittent) | |  | | |
| Has complainant any other comments about the offending noise? | |  | | |
| Any other previous known  complaints relating to installation (all aspects, not just noise) | |  | | |
| Any other relevant information | |  | | |
| Potential noise sources that could give rise to the complaint | |  | | |
| Operating conditions at the time offending noise occurred  (e.g., flow rate, pressure at inlet  and pressure at outlet) | |  | | |
| Action taken: | |  | | |
| Final outcome: | |  |  |  |
| Form completed by | I |  |  | Signed |