



**R & J Machine**

## **CUSTOMER FEEDBACK FORM**

At R & J Machine we aim to meet the service delivery expectations of all our customers and welcome any feedback regarding how your expectations have (or have not) been met.

If you indicate that you wish to be contacted, we will respond initially to acknowledge the receipt of your feedback and then contact you further to outline any action(s) which will be taken. We will always endeavour to respond in the format that best meet your needs.

Date and time of event:	
Feedback concerning event:	
Service being accessed:	
Personnel involved:	
Additional comments:	
Feedback submission date:	

Optional Information (only to be filled in if you wish to be contacted).

Name:	
Address:	
Telephone number:	
Email:	
Preferred method of communication:	

Please return this form to:

**Mail:** Accessibility Officer  
R & J Machine  
1601 Eighth Line  
Lakefield  
Ontario K0L 2H0

**Email:** [info@rjmachine.ca](mailto:info@rjmachine.ca)  
**Fax:** (705) 652-6412

**Thank you for your feedback.**

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