



1900 The Exchange, Suite 420 ♦ Atlanta, GA 30339
678-460-0345 (office) ♦ 678-460-0350 (fax)

CONSUMER COMPLAINT FORM

Family Ties, Inc. puts our consumers first and therefore we take any complaint very seriously. In case you feel you have been mistreated, misled or otherwise aggrieved, please complete this form. We promise to handle all complaints within 48 hours of receipt.

Name of Consumer _____

Person Making Complaint _____

Relationship to Consumer _____

Email: _____

Consumer/Complainant Phone Number: _____

Nature of Complaint: (please provide details)

Signature: _____ Date: _____

FOR OFFICIAL USE ONLY

Complaint Received by: _____

Action Taken: _____

Initial Response within 48 hours: ___ Yes ___ No
5 Day Follow Up: ___ Yes ___ No
Informed Client of any action taken: _____
File handed on to Compliance Officer: ___ Yes ___ No
Officer's name: _____
Signature of Officer: _____ Date: _____

***Please Fax this form to: 678-460-0350 or Email: Feedback@Familytiesinc.com**