



**Niger State Signage and Advertising Agency**  
Area Tax office, before Total Filling Station, Paiko road, Tunga Minna.  
Tel:- 08187900737

**GRIEVANCE REDRESS FORM**

**DATE:** .....

**COMPLAINT NO:** .....

**A. COMPLAINT RECEIVING OFFICER:** .....

Mode of Receipt (Please tick where applicable)

WRITING	VERBAL	PHONE	SMS	E MAIL
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**B. COMPLAINANT'S DETAILS**

NAME: .....

RESIDENTIAL ADDRESS: .....

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BUSINESS/OFFICE ADDRESS: .....

.....

TELEPHONE NUMBER: .....

E.MAIL ADDRESS: .....

VEHICLE NUMBER:.....

**C. TYPE OF COMPLAINTS:**.....

**D. RESPONSIBLE MDA:**.....

**E. DESCRIPTION OF THE COMPLAINT (harassment, unauthorized payments, other in-kind requests)**

Details:.....

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**F. DETAILS OF DOCUMENTS ATTACHED AS EVIDENCE**

**G. AMOUNT LOST:**.....

**H. RESPONDENT'S DETAILS**

NAME: .....

GOVERNMENT MDA: .....

DESIGNATION: .....

TELEPHONE NUMBER: .....

E.MAIL ADDRESS: .....

**I. REMEDIES/REDRESS SOUGHT BY COMPLAINANT**

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**J. DATES OF RESPONSE TO COMPLAINT:**.....

\_\_\_\_\_  
Signature of Complainant & Date

\_\_\_\_\_  
Signature of Receiving Officer & Date