

# Ask the Adjudicator's Office to investigate a complaint or review a decision

The Adjudicator's Office Service Level Agreement with HM Revenue and Customs, and the Valuation Office Agency explains the types of complaint we can look at. The Adjudicator's Office Service Level Agreement with the Home Office explains what Windrush Compensation Scheme complaints we can look at and our role in reviewing decisions.

#### Section 1

#### Which department is this about?

The Adjudicator's Office can only investigate complaints or review decisions relating to the following departments. Put an X in the box that applies:

HM Revenue & Customs
Valuation Office Agency
Windrush Compensation Scheme
Adjudicator's Office
n did you receive a final reply from HM Revenue & Customs, the Valuation Office Agency, or the Home e (about the Windrush Compensation Scheme)?

## Section 2

## Your details (details of person completing this form)

How would you like us to address you? (Mr/Mrs/Miss	/Ms/Dr etc.)
First name	Surname
Full address including postcode	Email address
Daytime phone number	Alternative phone number (if available)
If you are not available, where can we leave a messag	e?
<ul><li>Daytime phone number</li><li>Alternative phone number</li></ul>	
What are the best weekdays and times to contact you	1?
Please fill in this section if you are making a complain They will need to provide their signed consent for you	nt for someone else. to act in making and discussing their complaint. A form
is available on our webpage. Please enclose their con	sent with this form when you send it to us. (A member
of parliament representing a constituent does not nee	ed to provide written consent.)
In all cases please complete the details below about t	he person you are representing.
Their first name	Their surname
Their full address including postcode	
What is your relationship to them? (For example, frie	nd, relative, agent, member of parliament)

# **Section 3**

## **Details of the complaint**

Please tell us about what you want us to consider. Include any reference numbers you have been given.

Ρl	ease tell us about any effect this has had on you.
\ \	hat outcome are you seeking?
_	That duteoffic are you seeking.
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