



MOTORCYCLING NEW ZEALAND INC

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CODE OF CONDUCT – COMPLAINT FORM

➡ Name of Person making the complaint: _____

➡ Date: _____

➡ MNZ Licence Number or position held e.g. Steward: _____

➡ Person/s allegedly involved in the incident: _____

➡ List the Code of Conduct Clauses that you consider have been broken:

➡ When and Where did the incident take place: _____

➡ Was the incident reported at the time YES / NO

If YES – to who and what was the outcome: _____

If NO – is there a reason why it wasn't reported: _____

➡ What are the facts relating to the incident (Use a separate sheet if required)

➡ Are there any witnesses to the incident YES / NO

If YES – list witness names and contact details: _____

➡ Are there any witness statements* YES / NO

ATTACHMENTS:

☐ Separate sheet on facts

☐ Photos / Video evidence

☐ Witness statements

☐ Other: _____

* Witness statements should include:

- Where the witness was when the incident happened
- What the witness was doing when the incident occurred
- What happened (in the eyes of the witness)
- Why did the incident happen (what things happened that may have caused the incident in the eyes of the witness, e.g. emotionally charged, results not going the way wanted.
- Could there have been something done differently to prevent the incident happening.