**RIPLEY COUNTY WATER DISTRICT NO. 1**

**Customer Complaint Form**

206 WASHINGTON ST, DONIPHAN, MO 63935

(573)996-3323

MONDAY – FRIDAY 8AM – 4PM

CLOSED 12PM – 1PM FOR LUNCH

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| --- |
| CUSTOMER INFORMATION |
| Customer Name: | Customer Phone: |
| Customer Address: |
| COMPLAINT INFORMATION |
| Complaint Date: | Complaint Taken By: Jeff Friday |
| Complaint Details: |
| First Response Corrective Action: |
| Suspected Cause: |
| Corrective Action Person(s): Jeff Friday |
| Corrective Action Follow-Up: |
| What steps should be considered to avoid a repeat of the problem: |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURE**