## Harbour Village Seasonal Customer Action Form

Basic Information		
Name	Site Number	
Phone Number	Email	
Date		
Details of the Situation		
Person or Department Involved:		
How They are Involved:		
Description of the Problem or Concern:		
Description of Action Desired:		
Benefits of Action:		
Staff Member Handling this Action Form		
Name:	Title:	
Management Response/Board Respons	e/Actions/Notes:	