

MAKE SPACE FOR GOOD DESIGN.

COMPLAINTS FORM

Please note that a copy of your completed, written complaint will be sent to the ARIDO member whom you are filing a complaint against. This includes any supporting documentation you submit to ARIDO. This will provide a fair opportunity for the ARIDO Member to respond in writing to your complaint.

Once completed, please return this form to the following address:

	Association of Registered Interior Des	igners of Ontario	
	Suite C536- 43 Hanna Avenue		
	Toronto, ON M6K 1X1		
	Attention: Sharon Portelli, Registrar		
Please mark the envelope "PRIVATE & CONFIDENTIAL".			
l.	Information About You (Please prin	nt or type)	
Nam	ne:		
Addı	ress:		
Tele	phone: Home:	Work:	
E-Ma	ail:		
II.	Information About the ARIDO Me	mber	
ARID	OO Member's Full Name:		
Addı	ress and/or Telephone Number:		
III.	Background Information		
When did you hire this member?			
What was the nature of the work this member was hired to do?			
Is th	e work finished? Yes No	If no, please explain.	
Did /	you have a contract/agreement? Ve	s No If yes nlease attach a conv	

Information About Your Complaint.

What is the general nature of your complaint? (mark with an X)

Delay

Fees

Failing to answer letters or telephone calls

Giving bad advice
Failing to complete work properly
Breach of the Standards of Practice – Section(s): (see attached)
Other (use a separate sheet of paper if needed, and attach to this form)
Please describe your complaint in your own words (use a separate sheet of paper, if
needed, and attach to this form):
The following documents, relevant to my complaint, are attached:
•
•
•
•
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v. Resolving Your Complaint
Have you tried to discuss your complaint with the Interior Designer?
Yes No If yes, what was the result of your complaint?
What would you most like to see happen as a result of your complaint?
Please date and sign below.
DATE SIGNATURE
STOTAL STOTAL
Please note: ARIDO does not have the authority to award financial compensation or to award legal or
other costs. Please see the attached Guidelines to ARIDO's Complaints Process. ARIDO's complaints
procedures are fully described in ARIDO's By-laws.