



CANINE ASSOCIATION OF WA INC.  
(Trading As Dogs West)

## COMPLAINT FORM

Use this form if you are making a complaint to the Canine Association of WA Inc. against a member and alleging a breach of CAWA rules, regulations or codes of ethics or practice.

<b>COMPLAINANT DETAILS</b>	
<b>Your full name</b>	
<b>Your address</b> <i>(This can be your residential address or a mailing address)</i>	
<b>Contact details</b> <ul style="list-style-type: none"><li>• Email address</li><li>• During business hours: After hours:</li><li>• Other contact number (eg. Mobile)</li></ul>	
Are you a member of an ANKC Member Body? <i>(Circle one)</i>  No  Yes (Membership number) _____	
<b>DEFENDANT - PERSON YOU ARE COMPLAINING ABOUT</b>	
<b>Name of the defendant</b>  <i>(If you do not know the defendant's name, say how the defendant can be identified eg. handler of exhibit 37 at specified show)</i>	
<b>Address of defendant</b> <i>(If known)</i>	
<b>Have you spoken or written to the person about the matters you are complaining about?</b>	No <input type="checkbox"/>  Yes <input type="checkbox"/>  (Give details):

<b>DETAILS OF COMPLAINT</b>	
<b>NOTE: A copy of this complaint, but with the contact details for you and any witnesses deleted, will be sent to the defendant.</b>	
<p>Briefly describe which CAWA rules, regulations or codes you say have been broken</p> <p><i>(eg. Mistreatment or cruelty to dog; bringing the CAWA into disrepute etc.)</i></p>	
<p>Specify when and where the behaviour you are complaining about occurred</p> <p><i>(eg. At approximately 3.00pm on 3 February 2013 at the X Dog Club Show)</i></p> <p>If the behaviour occurred at a CAWA approved event (eg. A Show or Trial):-</p> <ul style="list-style-type: none"> <li>• Did you make a complaint about the behaviour on the day?</li> <li>• Whom did you complain to and what was the outcome?</li> </ul>	
<p>Briefly describe what happened</p>	
<b>DETAILS OF EVIDENCE</b>	
<p>Are there any documents which you say help prove your allegations?</p> <p><i>If so attach copies of them or say what and where those documents are.</i></p>	

**ADDITIONAL INFORMATION**

If there is anything else you want to tell the CAWA about your complaint, please set out the details. Attach extra pages if you need to. Sign each additional page.

Date <i>(Insert date you complete this form)</i>	____/____/20____
---	------------------

Your signature	_____
----------------	-------

I acknowledge that a copy of the complaint and this declaration will be provided to the respondent, AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of an Act of the Parliament of Western Australia rendering persons making a false declaration punishable for willful and corrupt perjury.

Declared at ..... in the State of Western Australia.....[Date]

Signature..... CAWA Membership No .....

**WHAT HAPPENS NOW?**

- Once the CAWA receives your complaint and lodgment fee (ANKC Member Body Members only), and the response from the defendant, all documents will be sent to the Investigations Committee. The committee will decide if the complaint is a matter to be investigated by the CAWA, or if it is a matter which should not be dealt with by the CAWA. You will be advised once this recommendation is received.
- If the matter is to be investigated, you and your witnesses may be contact by a CAWA Officer.

The Complaint Lodgment fee can be paid in person at the Dogs West office, over the phone by calling 08 9455 1188 or by direct transfer.

Dogs West  
BSB: 036 039  
Account Number: 230 123

Complaints lodged **within** ten (10) working days of the date of the incident must be accompanied by a lodgement fee of **\$150.00**.  
Complaints lodged **after** ten (10) working days of the date of the incident must be accompanied by a lodgement fee of **\$250.00**.