



# MOOROONDU FOOTBALL CLUB

a division of Mooroondu Sports and Recreation Club Inc.  
ABN: 79 514 182 995  
William Taylor Sports Grounds, Mooroondu Road, Thorneside  
PO Box 5561, Alexandra Hills, Queensland 4161



## REPORT FORM

- HAZARD
- COMPLAINT
- SUGGESTION FOR IMPROVEMENT

### Details of Problem:

Please describe what the problem is. For example:

- *Hazard:* where is the hazard located; what is it; what could go wrong.
- *Complaint:* nature of complaint; persons involved; description and time of any event that occurred.
- *Suggestion for improvement:* why is improvement needed; how can it help the club, your team, players, coaches, managers, volunteers, etc.

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### How 'urgent' do you think this problem is?

- Should be dealt with IMMEDIATELY
- Before next training or game
- Sometime this season
- Before next season



**What do you think should be done?**

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**Have you discussed this with anyone else at the club:**             Yes             No

If YES, please provide the following details:

Name: ..... Phone:.....

When did you discuss it with them:.....

**Details of person making report:**

Name: ..... Phone:.....

Email:.....

Signature:..... Date of report:.....

**Please submit this form to the Mooroodu Football Club Secretary (pigeon-hole in the clubhouse) or email to a committee member.**  
**You will be contacted after the next committee meeting (4<sup>th</sup> Monday of the month) regarding the outcome and any action to be taken.**