# Community Engagement Guidelines for Mining and Mineral Exploration in Victoria

## Appendix 4: Community enquiry/complaint form

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| --- | --- |
| **Date** |  |
| **Licensee details** |
| Licensee name: |  |
| Mining, prospecting, retention or exploration licence number: |  |
| **Complainant/enquiry contact details** |
| **Name:** |  |
| **Address:** |  |
| **Phone:** |  |
| **Issue details** |
| **Received by:** |  |
| **Action taken** |
| **Responsible person:** |  |
| **Date action taken:** |  |
| **Follow up** |  |
| **Date issue resolved:** |  |