Halton Hawks FC
Serious Occurrence Report Form

Formal complaint must be completed in writing to the HHFC Executive Director or the HHFC Technical Director using this Serious Occurrence Report Form.

All the information contained below must be completed**.**

Name:_____

☐ Parent(s) ☐ Volunteer ☐ Player ☐ HHFC staff ☐ Witness

Circumstances surrounding the allegation(s)	
Name of Accused:	
Relationship with complainant:	
Time(s) of the incident(s):	
Date(s):	
Location(s) where the alleged incident(s) would have taken place:	
Name of Witness (1):	
Name of Witness (2):	
Name of Witness (3):	

STATEMENT – (please provide a detailed description of the inappropriate behaviour or conduct:

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The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required.

STATEMENT – (please provide a detailed description of the inappropriate behaviour or conduct:

The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required.

STATEMENT – (please provide a detailed description of the inappropriate behaviour or conduct:

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_____ _____
Complainant's Signature Date

Date the complaint is filed at HHFC: _ _ /_ _ / 20_ _ (completed by HHFC administration)

The information revealed in this statement has been provided without restraint and I understand the content maybe disclosed to other parties if required.