SURIA JAYA MANAGEMENT CUSTOMER CARE FORM - COMPLAINT

DETAILS						
Owner's Name			Unit No.			
IC No.			Date			
Complaint By	OWNER / OWNERS REPRESENTATIV	/E	Acc. Parcel			
Contact No.			Email			
Attended By:	Name / Department					
Contact	012-4701504 / 03-807	767768	8 <u>admin.mgt(</u>		@ancubic.com	
Handling Schedule (fill by SJ. MGT Only)*	Date Submit by Owner	D	Date Received by SJ. MGT / COW Date Completed			Date Completed
	1)					
	2)					
Area	Complaint Description					
Comments						
Confirmed Submitted by Owner / Owner's Representative of the above property:- Name: Date: I/We						
Attended by Suria Jaya Management / appointed Management Firm:-			Remarks / CC :			

Attended by Suria Jaya Management / appointed Management Firm:-		Remarks / CC :
Name	Date	Expected Date of Completion:

Note: The SJ Management appreciate your comment on the above an we will do our best to attend to the issue/matter written herein, subject always to our discretion on handling of this issue/matter. Our liaison officer will be in contact with you shall we need further clarification on the above and/or matter have been resolved and failure to reach you, as the case may be, within Seven (7) days from the notification or expiration of the same whereupon it shall automatically lapse/terminated and have no further effect and neither party shall have any right to any claim demand or action whatsoever against the other.