Liquor and Cannabis Regulation Branch
400-645 Tyee Road, Victoria, BC VV9A 6X5
Mail: PO Box 9292 Stn Provincial Govt, Victoria, BC V8W 9J8
Phone: 1 866 209-2111 Fax: 250-952-7066

COMPLAINT RELATED TO AN ESTABLISHMENT OR EVENT

Liquor and Cannabis Regulation Form LCRB127

INSTRUCTIONS:
Complete all applicable fields then submit this form to **complaints.lclb@gov.bc.ca**. Your complaint will be forwarded to the compliance and enforcement division and a liquor inspector will be investigating this concern. Your name and contact information will be withheld from the licensee and its staff. If the inspector requires more information, you may be contacted at the below email/phone number.

Part 1: Complainant Contact Information

Complainant's Name:

Complainant's address:

Street | City | Province | Postal Code

Contact Phone: Email:

Date (day/month/year): If you are a licensee, please provide your licence number:

If we have trouble reaching you, may we leave a message at the above phone number? ☐ Yes ☐ No

Note: If more details are required to properly investigate this complaint and the branch is unable to contact you within a month of filing, the complaint will be considered closed and no further action will be taken.

Part 2: Complaint

1) Please provide the name and address of the establishment or the event you are submitting a complaint about.

Name of establishment or event:

Address:

Street | City

2) Please provide as much detail about the incident as possible, including any witness information, and action you may have already taken. Attach another page if necessary.

Date of incident (day/month/year): Time of Incident: ☐ a.m. ☐ p.m.

The information requested on this form is collected by the Liquor and Cannabis Regulation Branch under Section 26 (b) and (c) of the *Freedom of Information and Protection of Privacy Act* and will be used for the purpose of liquor licensing and compliance and enforcement matters in accordance with the *Liquor Control and Licensing Act*. Should you have any questions about the collection, use, or disclosure of personal information, please contact the Freedom of Information Officer at PO Box 9292 STN PROV GVT, Victoria, BC, V8W 9J8 or by phone toll free at 1-866-209-2111.