



Discipline and Dispute Form

Instructions

The form should be completed when filling a complaint against a WETT member. The installation and maintenance of wood-burning appliances is not regulated in Canada. As a non-profit training and educational association, WETT does not oversee, nor is it responsible for, the workmanship of its members. WETT cannot offer assurances that your specific issue will be rectified.

All communications regarding complaints must be in writing. Please fully complete this form. Additional documentation including letters, inspection reports, picture are encouraged. Completed forms can be either mailed to

Disputes c/o WETT Inc.

189 Queen Street East, Suite 1
Toronto, ON M5A 1S2

or scanned and sent electronically, with supporting documentation, to info@wettinc.ca. Please note that in all cases a dispute form must be completed.

Complainant's signature:

Date:

Complainant's Information

Name: _____

Address: _____

Home phone: _____

Work phone: _____

Cell: _____

E-mail: _____

Address for where the dispute is about

Same as complainant address.

If different, please provide address for where the dispute is about.

Name: _____

Address: _____

WETT member's name: _____

WETT number: _____

Company: _____

Address: _____

Business phone: _____

Date of installation or inspection: _____

Details of Complaint

Please describe fully the nature of the complaint. Please include copies of relevant documents including letters, inspection reports, pictures, etc.
(You may attach a letter for this section.)

(Please include additional paper, if needed.)

Actions taken

Date member was notified of complaint ____/____/____

Please outline actions taken to date to rectify complaint

(You may attach a letter for this section)

(Please include additional paper, if needed.)

Complainant's signature and date:
