



## BROADCASTING CONTENT COMPLAINT FORM

<b>PART 1: PARTICULARS OF COMPLAINANT</b>			
Name:			
Address:			
Telephone:	Mobile:	Fax:	E-mail:
<b>PART 2: DETAILS OF THE COMPLAINT</b>			
Title of programme:			
Programme presenter:			
*Date of broadcast:		*Station/channel:	
Start of programme:		End of programme:	
*Time of broadcast of offensive material:			
*Details of offensive material:			

Signature:.....

**(Optional)**

Date: .....

***PLEASE SEE OTHER SIDE FOR INSTRUCTIONS ON HOW TO LODGE YOUR COMPLAINT.***

**\*All fields with an asterisk must be completed.**

## **INSTRUCTIONS ON SUBMITTING YOUR BROADCASTING CONTENT COMPLAINT TO THE TELECOMMUNICATIONS AUTHORITY OF TRINIDAD AND TOBAGO**

If you are concerned about offensive material that you have heard or seen on radio or television, respectively, you can complain to the Telecommunications Authority of Trinidad and Tobago. The Authority will investigate the matter and may administer legally enforceable sanctions against the broadcaster

Complaints to the Authority may be submitted in a number of ways:

### **In Writing**

By the submission of a Broadcasting Content Complaint Form or a letter, via hand, e-mail or post, to the Telecommunications Authority of Trinidad and Tobago, at either of the following addresses:

<u>Trinidad</u>	<u>Tobago</u>
#5 Eighth Avenue Extension, Off Twelfth Street, Barataria.  Fax: (868) 674-1055	Shop #D 48, Gulf City Lowlands Mall, Lowlands, Tobago.  Fax: (868) 639-8288

Broadcasting Content Complaint Forms are available from the Authority's website ([www.tatt.org.tt](http://www.tatt.org.tt)) or at the offices of the Authority.

### **In Person**

By visiting either of the offices of the Authority between the hours of 8:00 a.m. and 4:00 p.m., Monday to Friday (except public holidays)

### **By E-mail**

By e-mailing to [info@tatt.org.tt](mailto:info@tatt.org.tt)

### **By Telephone**

By telephoning the Authority's complaints hotline 800-8288 (800-TATT) between the hours of 8:00 a.m. and 4:00 p.m., Monday to Friday (except public holidays)

### **IMPORTANT: Time Frame for Submission of a Complaint**

A complaint should be made as soon as possible after the programme is broadcast. Complainants should note that a complaint made more than 28 days after the date of the broadcast in question may result in the inability of the Authority to properly investigate and resolve the matter, as the content may no longer be available. In accordance with the terms of its concession, a broadcaster is required to keep recordings of broadcast material for a minimum period of 28 days after the date on which such material was broadcast.