

Indoor Air Quality Concerns

Texas Christian University

This form can be complete by the building occupant or by a member of the building staff File Number: _____

Occupant Name: _____ Date of the Complaint: _____

Building Name and Room Number: _____

Form Completed by: _____ Phone: _____

Indoor Air quality concerns can be the result of problems involving temperature, humidity, ventilation, or air pollutants. Your observation can help to resolve IAQ problems as quickly as possible. Please use the space below to describe the nature of the complaint, potential causes and any symptoms you believe may be related to this IAQ complaint.

Nature of Complaint:

Possible Causes:

Symptoms:

We may need to contact you for further details about your complaint:

What is the best time to contact you? _____

What is your phone number? _____

So that your complaint can be properly addressed, please return this form through interoffice mail to:

Risk Management
P.O. Box 297130
Fort Worth, Texas 76129
Secret-Wible Building, Rm. 117
R.Cobb@tcu.edu