



**internal event resolution resulting in cost absorb by bridals by lori**

**event name:** \_\_\_\_\_ **and/or bridesmaid name:** \_\_\_\_\_

**event date:** \_\_\_\_\_ **customer ticket #** \_\_\_\_\_

**sales associate:** \_\_\_\_\_

**incident date:** \_\_\_\_\_ **department name:** \_\_\_\_\_

**notified by:** \_\_\_\_\_

**describe complaint in detail:**

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**describe in detail internal responsible party for complaint (employee, freight, vendors, alterations, etc.) and why,**

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**resolution in detail.**

**include all cost involved (must supply vendor name, employee and date).**

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**signature and date required:**

**department manager:** \_\_\_\_\_ **lori allen:** \_\_\_\_\_

**date:** \_\_\_\_\_ **date:** \_\_\_\_\_