

**Submit completed form to:**  
**Sherwood Park Minor Hockey Association**  
**P. O. Box 3058**  
**Sherwood Park, AB T8H2T1**  
**Fax, (780) 467-8486, Phone (780) 467-8492**  
**mhadmin@shaw.ca**

This form is to be used by anyone in SPMHA to report incidents of unacceptable behaviour involving any SPMHA member (players, coaches, facility staff, spectators, Board Members, or officials).

DATE & TIME OF INCIDENT \_\_\_\_\_

RINK OR LOCATION OF INCIDENT \_\_\_\_\_

NAME OF OFFENDING INDIVIDUAL(S) \_\_\_\_\_

ASSOCIATED WITH (DIVISION AND TEAM NAME) \_\_\_\_\_

NAME(S) OF WITNESS \_\_\_\_\_

WHO HAS BEEN NOTIFIED OF THE INCIDENT \_\_\_\_\_

On a separate attachment, please provide a clear, fact-based description of the actions or statements witnessed. Reports that are not legible will not be accepted. SPMHA will provide notification of the outcome of the investigation where appropriate and as time permits. Should you wish to provide additional information, some questions that may help prepare this report include:

What was the nature of the incident?

Were any steps taken to address the incident?

What could be done in the future to avoid the incident?

What were the actions or statements regarding?

If additional space is required, please attach separately.

NAME: \_\_\_\_\_

Email: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

