



# TE KOWHAI AERODROME

NZTE Operations Limited  
172 Limmer Road, RD8 Hamilton 3288  
PO Box 10-300, Te Rapa, Hamilton 3241  
Email: [safety@nzte.net.nz](mailto:safety@nzte.net.nz)

## COMPLAINTS FORM

*(To be submitted within 48 hours of the issue occurring)*

**Full Name of Complainant:**

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**Address of Complainant:**

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**Email of Complainant:**

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**Phone number of Complainant:**

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**Nature of Activity resulting in this Complaint** *(please include as much detail as possible):*

**Date of Activity**

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**Time of Activity**

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(Accuracy is necessary to identify the pilot / aircraft / activity responsible for the complaint).

**Aircraft Description**

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(Ideally the aircraft registration, Eg ZK-XXX etc. But if not known, a good description such as 'Small high wing white plane with red stripe' or 'Large Black Helicopter'.)

**Description of activity causing the complaint:**

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(For Example 'Plane circled at low level over my house for 5 minutes' or 'Helicopter landed in my farm paddock without permission' etc)

**Regulation thought to be infringed.**

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(Eg: 'Helicopter landed on my property without permission thereby trespassed.')

**Action requested to remedy the complaint:**

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**Please submit to the Aerodrome Management as soon as possible, via email or post to the address above. Any photos, even if blurred or far away, are very helpful in establishing altitude and conditions. Please use additional pages if required.**



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