

## **COMPLAINTS FORM**

This is the form you need to fill in if you wish to submit your complaint. Complete, up to date as well as accurate information is required to be provided to the Company for the proper investigation and evaluation of your complaint.

Please note that the below Complaints Form is only indicative and not exhaustive.

The Company may request further information and/or clarifications and/or evidence as regards your complaint.

CLIENT INFORMATION	



## **DETAILS OF THE COMPLAINT**

Date when the Complaint was created:	
Employee who offered the services to the	
Client (if applicable):	
Description of the Complaint:	
$\square$ I hereby certify and confirm that to the best of my knowledge, the information furnished above	
is true, accurate, correct and complete.	