

**Form to be completed by a person making a complaint about the
Financial Supervision Commission**

For office use only:

Reference.....

Licenceholder/Company no.....

This form is for use by any person wishing to make a complaint about the actions or omissions of the Financial Supervision Commission.

Name of person lodging complaint:.....

(The complainant must be a person with a direct interest or involvement in the subject of the complaint.)

Address:

.....

(Optional): Telephone no.....E-mail.....

Please answer all the following questions: (* delete as applicable)

1. Do you wish your complaint to be investigated under the Commission's formal complaints procedure? YES / NO*

2. Does your complaint relate to a matter about which you have already lodged an appeal through another channel? YES / NO*

(Complaints will not normally be investigated where an alternative appeal mechanism is available. If you have answered YES here, please advise in "Other Comments" why you are lodging a complaint.)

3. Did the matter which you are complaining about occur within the last twelve months?

YES / NO*

(Complaints must normally be lodged within twelve months of the event. If you have answered NO here, please advise in "Other Comments" why you are lodging a complaint now.)

4. Summary of complaint (please continue on a separate sheet if necessary)

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5. Other comments, if any (please continue on a separate sheet if necessary)

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6. Declaration:

The information which I have given above is complete and accurate to the best of my knowledge.

Signed:.....

Date of complaint:.....

(In accordance with our complaints policy, your complaint will be dealt with as quickly, effectively and confidentially as possible. A copy of our complaints leaflet is available at our offices, on our website and will be forwarded to you with our acknowledgement of your complaint.)