

COMPLAINTS HANDLING POLICY

EQUITI GLOBAL MARKETS LTD

Updated: October 2022

Equiti endeavors to offer its customers the highest standard of service in all aspects of its business. However, in the unlikely event of you having any reasons where our service does not meet your satisfaction, in the first instance, please contact our Brokerage Support team at brokeragesupport@equiti.com who will do their best to resolve any issues you may have.

Whilst we aim to resolve your issue within 24 hours, this may not always be possible. Thereafter, your complaint should be resolved within three (3) business days.

If our Brokerage Support Team is unable to resolve your issue by the end of the third business day, or where you continue to be dissatisfied with our resolution, you may then refer your complaint to our Compliance Department either via email or by post.

Email: compliancecy@equiti.com

Post:

Compliance Department

Equiti Global Markets Ltd
Kolonakiou 39,
FREMA PLAZA, 2nd Floor,
Ayios Athanasios, 4103,
Limassol, Cyprus

Complaints Procedure

When referring your complaint to the Compliance Department, please clearly detail all the relevant information and provide any supporting evidence that you think may assist the Compliance Team in resolving your complaint promptly.

Upon receipt, your complaint will be forwarded to relevant staff who will investigate and assess your complaint diligently, fairly and promptly. We may also write to you should we need further information.

We will inform you of the progress made in dealing with your complaint and we would normally expect to finalise this within four (4) weeks.

If we are unable to resolve your complaint within eight (8) weeks of receiving the complaint, we will contact you in writing to explain why we are not in a position to issue a final response to your complaint and provide an indication of when we expect to be able to provide one. Otherwise, we will provide a final response to your complaint.

Where we consider that you are entitled to some redress and believe that we have fully addressed your complaint, we will include details of this within the letter.

Where redress is agreed by us, unless you reject our offer, we will provide this within 4 weeks of our final response.

If you are still not satisfied

Should you remain dissatisfied with our final response, in some instances you may have the right to have your complaint reviewed independently by the Financial Ombudsman Service of the Republic of Cyprus ("FOS").

The FOS acts as an impartial adjudicator in the resolution of disputes with financial firms and its services may be subject to a nominal fee.

The contact details for the FOS are as follows:

The Financial Ombudsman Service

15 Kypranoros,
1061 Nicosia
Cyprus

Telephone: +357 22848900

Email: complaints@financialombudsman.gov.cy

Website: <http://www.financialombudsman.gov.cy/>

Please note that the FOS can only consider your complaint if:

- We have sent you a final response with which you remain dissatisfied; and
- You refer the complaint to the FOS within four (4) months of the date of our final response to you; and
- You are an eligible complainant.

An eligible complainant is defined as:

- ✓ A consumer;
- ✓ A legal entity;
- ✓ A charity institution;
- ✓ An association;
- ✓ A person association;
- ✓ A trust;
- ✓ A provident fund.

For additional information about the FOS and if you qualify as an eligible complainant, please visit:

<http://www.financialombudsman.gov.cy/>