



A Summary Of Our Complaint Handling Process

At Randell Dorling Limited, we always strive to provide the highest possible standard of customer service. However should you feel that our service has fallen below the level expected and you wish to register a complaint, please make contact with us as follows:

The Compliance Manager
Randell Dorling Limited
Boundary House
7/17 Jewry Street
London
EC3N 2HP

Tel: 020 7929 5454

Email: info@randelldorling.co.uk

You can register a complaint either in writing, by phone or by email – whichever method is easiest for you.

To help us respond to your complaint quickly, please quote your policy number in all correspondence.

What Will Happen

We will fully investigate your complaint, and do everything possible to resolve your complaint as quickly as possible. If it is not possible to resolve your complaint quickly, we will promptly acknowledge your complaint in writing and keep you advised of progress.

In the unlikely event that we have not resolved your complaint within 8 weeks we will write to you again to explain the reasons why we have been unable to resolve your complaint and advise you of when we expect to be able to give you our final response.

If you are not satisfied with our final response to your complaint, or if we have still not been able to resolve your complaint within 8 weeks of receipt, you may be entitled to refer it to the Financial Ombudsman Service (FOS).

Who Are The Financial Ombudsman Service (FOS)

They are an independent service in the United Kingdom for settling disputes between businesses providing financial services and their customers.

This service is free to customers.

How To Contact The Financial Ombudsman Service

You can contact the Financial Ombudsman Service as follows:

Financial Ombudsman Service
Exchange Tower
Harbour Exchange Square
London
E14 9SR

Tel: 0800 0234567

You can register a complaint with them either by phone, by email or by completing an online form. Please remember that their phone lines can be busy.

Email: complaint.info@financial-ombudsman.org.uk

Website: www.financial-ombudsman.org.uk

You must approach the Financial Ombudsman Service within 6 months of our final response to your complaint. We will remind you of this time limit in our final response letter to you.