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## **Complaints Policy and Procedure**

All complaints must be sent in writing to Wealthpoint Capital (Pty) Ltd

The order of escalation for a complaint is as follows:

### 1. PM/KI

a. The PM/KI is the first point of contact with regards to lodging a complaint. Please refer to the statutory disclosure for all the relevant contact details.

### 2. Board of Directors

a. If you feel as thought the matter was not resolved to your satisfaction, please contact the Directors to escalate the complaint

# 3. FAIS Ombud

a. If you feel the Wealthpoint Capital has not managed to resolve the complaint or that you feel that we have not treated the issue with the proper procedure, please lodge a complaint at FAIS Ombud on the details below:

#### **FAIS Ombud**

https://www.faisombud.co.za/

Please refer to the Step by Step guide on the lodgement of complaints

Tel: 012 762 5000 / 012 470 9080 Email: info@faisombud.co.za

Attached is a breakdown of the FAIS Ombud Complaints Handling Process



# **FAIS Ombud Complaint Handling Process:**

