

Standard Complaint Form Template

Standard complaint template as specified in the Annex of Commission Delegated Regulation (EU) 2022/2117

SUBMISSION OF A COMPLAINT (to be sent by the client to the crowdfunding service provider)	
Personal Details of the Complainant	
First Name	
Surname	
Address (Street, number, floor, postcode, city, country)	
Telephone	
Email	
Your Preferred Method of Communication	Phone/Email/Post
Contact Details of any legal representative which you give permission to act on your behalf	Name Address Telephone Email
Information about the Complaint	
Full reference of the investment to which the complaint relates (i.e. investment reference number, name of the project owner/company and/or crowdfunding project, other references of the relevant transactions)	
Description of the complaint's subject-matter (please clearly specify the subject matter of the complaint)	
<i>Please provide documentation supporting the facts mentioned.</i>	
Date(s) of the facts that have generated the complaint	
Description of damage, loss or detriment caused (where relevant)	

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Other comments or relevant information (where relevant)

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In	<i>(place)</i>	on	<i>(date)</i>
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SIGNATURE

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COMPLAINANT/LEGAL REPRESENTATIVE

Documentation provided (please check the appropriate box):

	<i>Power of attorney or other relevant document</i>		
	<i>Copy of the contractual documents of the investments to which the complaint relates</i>		
	<i>Other documents supporting the complaint:</i>		