# **Complaints, Privacy & Compensation Arrangements**

We always strive to provide quality advice and service and welcome any feedback that allows us to continue to improve our services.

## What to Do If You Have a Complaint.

We are committed to resolving your concerns. If you are not fully satisfied with any part of the service or advice for whatever reason, you should take the following steps:

#### Step 1: Contact your Adviser.

If you have a complaint or are not satisfied with the advice or services provided to you, you should contact your Adviser in the first instance and discuss your concerns with them. Most complaints can be resolved quickly and fairly at this stage.

## Step 2: Complaints Manager.

If your complaint has not been resolved to your satisfaction, you can contact our Complaint Resolution Manager by:

- 18 Norfolk St, Fremantle WA 6160
- info@mfpsolutions.com.au
- 0422 656 343

## Step 3: Australian Financial Complaints Authority (AFCA)

If you are not satisfied with our handling of your complaint or our decision, you may refer your complaint to the Australian Financial Complaints Authority (AFCA). The AFCA offers a free independent dispute resolution service for consumer and small business complaints.

- Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001
- info@afca.org.au

1800 931 678 (free call) Email:

www.afca.org.au

Information about your rights can also be obtained from the Australian Securities and Investments Commission on 1300 300 630.

#### **Our Compensation Arrangements**

We have professional indemnity insurance cover in place and these arrangements comply with the requirements for compensation under the Corporations Act. Our professional indemnity insurance is subject to terms and exclusions and generally covers claims arising from the actions of our current and former employees or authorised representatives whilst they acted on our behalf.

Issued by MFP Solutions Pty Ltd Date of Issue 15<sup>th</sup> November 2022