



## COMPLAINTS NOTICE LATVIA

## **Complaint handling arrangements**

Any complaint should be addressed in the first instance to:

## **Service Manager**

Operations Team Lloyd's Insurance Company S.A. Bastion Tower Marsveldplein 5 1050 Brussels Belgium

Tel: +32 (0)2 227 39 40 E-mail: lloydsbrussels.complaints@lloyds.com

Your complaint will be acknowledged, in writing, within 5 (five) business days of the complaint being made.

A decision on your complaint will be provided to you, in writing, within 8 (eight) weeks of the complaint being made.

Should you remain dissatisfied with the final response or if you have not received a final response within 8 (eight) weeks of the complaint being made, you may be eligible to refer your complaint to the Consumer Rights Protection Centre or the Financial and Capital Markets Commission. The contact details of these organisations are as follows:

<b>Consumer Rights Protection Centre</b>	<b>Financial and Capital Market Commission</b>
Brivibas Street 55	Kungu iela 1
Riga	Riga
LV-1010	LV-1050
Latvia	Latvia
Tel: +371 6545 2554 Fax: +371 6738 8634 E-mail: ptac@ptac.gov.lv Website: www.ptac.gov.lv/en/content/ consumer-protection-0	Tel: 67774800 E-mail: fktk@fktk.lv Website: www.fktk.lv/en/commission/about-us/2011- 10-19-consumer-complaintshand.html

If you were sold this product online or by other electronic means and within the European Union (EU) you may refer your complaint to the EU Online Dispute Resolution (ODR) platform. Upon receipt of your complaint the ODR will escalate your complaint to your local dispute resolution service – this process is free and conducted entirely online. You can access the ODR platform on http://ec.europa.eu/odr.

The complaints handling arrangements above are without prejudice to your right to commence a legal action or an alternative dispute resolution proceeding in accordance with your contractual rights.

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1210 Brussels, Belgium

Tel: + 32 (2) 8810125 email: europe@battleface.com

Collinson Assistance Services 24h emergency: +44 (0)207 111 1101 e-mail: medicalops@collinsongroup.com