

**Annex No 1 to the Procedure:**  
Standard Complaint Form

**Standard Complaint Form**

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| <b>SUBMISSION OF COMPLAINT</b> |
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**1.a Complainant's personal data:**

| <b>SURNAME/NAME OF LEGAL ENTITY</b> | <b>NAME</b> | <b>REGISTRATION NUMBER AND<br/>LEI (IF ANY)</b> |
|-------------------------------------|-------------|---|
|                                     |             |   |

| <b>ADDRESS:<br/>STREET, HOUSE NUMBER, FLOOR<br/>(registered office of companies)</b> | <b>POSTAL CODE</b> | <b>CITY</b> | <b>COUNTRY</b> |
|--|--------------------|-------------|----------------|
|  |                    |             |                |

| <b>TELEPHONE</b> | <b>E-MAIL</b> |  |
|------------------|---------------|--|
|                  |               |  |

**1.b Contact data (if different from the data specified in point 1.a):**

| <b>SURNAME/NAME OF LEGAL ENTITY</b> | <b>NAME</b> |
|-------------------------------------|-------------|
|                                     |             |

| <b>ADDRESS:<br/>STREET, HOUSE NUMBER, FLOOR<br/>(registered office of companies)</b> | <b>POSTAL CODE</b> | <b>CITY</b> | <b>COUNTRY</b> |
|--|--------------------|-------------|----------------|
|  |                    |             |                |

| <b>TELEPHONE</b> | <b>E-MAIL</b> |  |
|------------------|---------------|--|
|                  |               |  |

**2.a Personal data of the legal representative (if applicable) (power of attorney or other official document proving the appointment of the representative):**

| LAST NAME | NAME/NAME OF LEGAL ENTITY | REGISTRATION NUMBER AND<br>LEI (IF ANY) |
|-----------|---------------------------|---|
|           |                           |   |

| ADDRESS:<br>STREET, HOUSE NUMBER, FLOOR<br>(registered office of companies) | POSTAL CODE | CITY | COUNTRY |
|---|-------------|------|---------|
|   |             |      |         |

|           |  |        |  |
|-----------|--|--------|--|
| TELEPHONE |  | E-MAIL |  |
|-----------|--|--------|--|

**2.b Contact data (if different from the data specified in point 2.a):**

| SURNAME/NAME OF LEGAL ENTITY | NAME |
|------------------------------|------|
|                              |      |

| ADDRESS:<br>STREET, HOUSE NUMBER, FLOOR<br>(registered office of companies) | POSTAL CODE | CITY | COUNTRY |
|---|-------------|------|---------|
|   |             |      |         |

|           |  |        |  |
|-----------|--|--------|--|
| TELEPHONE |  | E-MAIL |  |
|-----------|--|--------|--|

**3. Information about the complaint**

**3.a Full reference to the [...]**

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**3.b Description of the subject of the complaint (clearly indicate the subject of the complaint)**

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Please provide supporting documents for said facts.

**3.c Date(s) of the facts for which the complaint was filed**

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**3.d Description of the damage or loss caused (when applicable)**

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|--|

**3.e Other comments or important information (when applicable)**

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|--|
|  |
|--|

|           |         |  |        |
|-----------|---------|--|--------|
|           | (place) |  | (date) |
|           |         |  |        |
| SIGNATURE |         |  |        |

|   |   |  |  |  |
|---|---|--|--|--|
| <b>COMPLAINT/LEGAL REPRESENTATIVE</b>                   |   |  |  |  |
| <i>Submitted documents (check the appropriate box):</i> |   |  |  |  |
|   | Power of attorney or other relevant document...   |  |  |  |
|   | A copy of the contract documents of the investment in respect of which the complaint was filed... |  |  |  |
|   | <i>Other documents supporting the complaint:</i>  |  |  |  |
|   |   |  |  |  |
|   |   |  |  |  |
|   |   |  |  |  |
|   |   |  |  |  |