

COMPLAINT REDRESSAL MECHANISM:

1. Introduction

In the present scenario of competitive securities market, excellence in customer service is the most important tool for sustained business growth. Customer / Client complaints are part of the business life of any corporate entity. As a service organization, customer service and customer satisfaction are our prime focus.

We believe that providing prompt and efficient service is essential not only to attract new customers, but also to retain existing ones. Our Company has come up with a lot of initiatives that are oriented to providing a better customer service and a better complaints redressal mechanism with a view to “Out serve” customers.

The company's policy, on grievance redressal has been formulated taking into account the following:

- Customers are treated fairly at all times
- Complaints raised by customers are dealt with courtesy and on time.
- Customers are fully informed of avenues to escalate their complaints / grievances within the organization and their rights to alternative remedy, if they are not fully satisfied with.
- All complaints are dealt with efficiently and fairly
- The company's employees work in good faith and without prejudice to the interests of the customer.

2. Resolution of Grievances

KIFS STOCK BROKERS PRIVATE LIMITED has set up a Complaints Redressal Cell at Ahmedabad under Mr. Vijay Bhatt, Director at the Head Office in Ahmedabad, Gujarat and Mr. Tushar Shah, Director and Compliance Officer at the Head office at Ahmedabad for prompt redressal of complaints from clients or members of the public against the company at the following address:

KIFS BROKING PRIVATE LIMITED

4th Floor, KIFS Corporate House, Beside Hotel Planet Landmark,

Near Ashok Vatika, Iskon Ambli Road, BRTS, Ambli,

Ahmedabad - 380058

Phone : 079-69240000 to 09

E-mail : khandwalalp@gmail.com



KIFS Stock Brokers Private Limited
4th Floor, KIFS Corporate House, Beside Hotel Planet Landmark, Near
Ashok Vatika, Iskon Ambli Road, BRTS, Ambli, Ahmedabad – 380058
PH: 079-69240000 to 09 website: www.kifsstockbrokers.com

Any client / customer / person who have a grievance against the Department of the company may lodge his/her complaint with the Compliance Officer at the above address. The complaint should contain the name, address and contact numbers of the complainant and facts of the case supported by documents, if any, relied upon by the complainant.

Members of the public can also approach the Compliance Officer on Telephone Nos. or at the E-mail to her at the above address.

3. Time Frame:

It should always be our endeavour that the complaint be redressed within a period of 15 working days.

The Compliant Redressal mechanism shall be reviewed periodically by the Board of Directors of the Company at specified intervals.

The Board of Directors of the Company shall review the Code and its implementation from time to time.



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