**Hidden Road Partners CIV NL B.V. - Template for the submission of complaints**

**(to be sent by the client to HRP NL)**

1.a. Personal data of the complainant

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| LAST NAME/LEGAL ENTITY NAME | FIRST NAME | REGISTRATION or ID NUMBER | LEI (IF AVAILABLE) | CLIENT REFERENCE (IF AVAILABLE) |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| ADDRESS: STREET, NUMBER, FLOOR  (for firm’s registered office) | POSTCODE | CITY | COUNTRY |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| TELEPHONE |  | EMAIL |  |

1.b Contact details (if different from 1.a)

|  |  |
| --- | --- |
| LAST NAME/LEGAL ENTITY NAME | FIRST NAME |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| ADDRESS:  STREET, NUMBER, FLOOR  (for firm’s registered office) | POSTCODE | CITY | COUNTRY |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| TELEPHONE |  | EMAIL |  |

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

|  |  |  |
| --- | --- | --- |
| LAST NAME | FIRST NAME/LEGAL ENTITY NAME | REGISTRATION NUMBER AND LEI (IF AVAILABLE) |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| ADDRESS: STREET, NUMBER, FLOOR  (for firm’s registered office) | POSTCODE | CITY | COUNTRY |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| TELEPHONE |  | EMAIL |  |

2.b Contact details (if different from 2.a)

|  |  |
| --- | --- |
| LAST NAME/LEGAL ENTITY NAME | FIRST NAME |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| ADDRESS: STREET, NUMBER, FLOOR  (for firm’s registered office) | POSTCODE | CITY | COUNTRY |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| TELEPHONE |  | EMAIL |  |

3. Information about the complaint

* 1. *Full reference of the crypto-asset service or agreement to which the complaint relates (i.e. name of the crypto-asset service provider, crypto-asset service reference number, or other references of the relevant transactions…)*

|  |
| --- |
|  |

* 1. *Description of the complaint’s subject-matter*

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| --- |
|  |

Please provide documentation supporting the facts mentioned.

* 1. *Date(s) of the facts that have led to the complaint*

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| --- |
|  |

* 1. *Description of damage, loss or detriment caused (where relevant)*

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|  |

* 1. *Other comments or relevant information (where relevant)*

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|  |

In \_\_\_\_\_\_\_\_\_\_\_\_\_(place) on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE

**COMPLAINANT/LEGAL REPRESENTATIVE**

Documentation provided (please check the appropriate box):

|  |  |
| --- | --- |
| *Power of attorney or other relevant document* |  |
| *Copy of the contractual documents of the investments to which the complaint relates* |  |
| *Other documents supporting the complaint:* |  |