# KNIGHTSBRIDGE

### Knightsbridge Partnership

## **Complaints Policy**

As a representative organisation for business we are committed to providing excellent service, but we recognise that sometimes things may go wrong. This policy outlines how we handle complaints fairly and efficiently.

#### How to Make a Complaint

Complaints can be made via the Knightsbridge Partnership website, in writing, by email, or by phone. Please provide:

- Your name and contact details
- A clear description of the issue
- Any relevant supporting documents

#### Acknowledgement

We will acknowledge receipt of your complaint within 48 hours.

#### Investigation

We will investigate your complaint thoroughly and aim to provide a response within 14 working days. If more time is needed, we will inform you of the delay.

#### **Contact Details**

Knightsbridge Partnership Suite 7, Blandel Bridge House, 50-56 Sloane Square, London, SW1W 8AX

info@knightsbridgepartnership.com

020 3375 3986

knightsbridgepartnership.com

Suite 7, Blandel Bridge House, 50-56 Sloane Square, London, SW1W 8AX steven@knightsbridgepartnership.com