

Making a sales complaint - BALLYHACKAMORE

Reeds Rains Favsco NI Ltd is a member of The Property Ombudsman Scheme (TPOS) and we aim to provide the highest standards of service to all our customers. To ensure that your interests are safeguarded and to make sure we put mistakes right, we have the following complaints process.

The aim of this process is to resolve all customer issues or concerns as quickly as possible. In the majority of cases issues can be resolved quickly and amicably to customers' satisfaction by our branch colleagues.

Stage One – Fiona Corr - Office Manager

Complaints should, in the first instance, be directed to Jonny Watson They will acknowledge your complaint in writing, within 3 working days, in line with this procedure and then endeavour to liaise with you to resolve your complaint immediately but no later than 15 working days from our letter of acknowledgement.

Stage Two – Ryan Andrews – Director

If, after you have dealt with the Jonny Watson you remain dissatisfied, you can request a review of your complaint, in writing, from Ryan Andrews. Once received your complaint will be reviewed and we will send you a final viewpoint response in writing within 15 working days from receipt of your request for a review. If longer is required you will be notified in writing with an explanation and indication of the timescale.

The address to write to is -

Reeds Rains Bangor 18 Main Street, Bangor, **BT20 5AG**

Or email: sarah.flannagan@reedsrains.co.uk

Stage Three – The Property Ombudsman Service

8303661. Registered office: 5 Brooklands Place, Brooklands Road, Sale, Cheshire M33 3SD. VAT Reg No: 152 4608 24

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For your information:

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Making a lettings complaint - BALLYHACKAMORE

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Stage Two – Michael Graham

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Stage One – Lynsey Graham

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Stage One – Barry McMahon (Branch Manager)

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Stage One – Simon Wilson (Branch Manager)

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Stage One – Ryan Hetherington (Branch Manager)

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