## Procedure for filing a complaint with: -

- a) Client may lodge a complaint with BHH Securities Pvt Ltd.by any of the following means: -
  - 1) Email on Investor grievance email id investor grievances.
  - 2) Telephone to our head office.
  - 3) Post of hard copy of written complaint to our registered office address.
  - 4) Visiting head office in person to register complaint.
- b) Client is provided with a unique Ticket Number on registration of complaint through all means, same is sent to client registered email id and mobile number.
- c) Client may track status of its complaint by quoting Ticket No. Through telephone or email to customer care, if dissatisfied with the response of customer care executive client may contact customer care head and thereafter compliance office and Chief Executive Officer of BHH Sec Pvt Ltd.
- d) BHH Securities Pvt Ltd. have internal deadline of 7 working days to resolve all complaints.