



## Feedback and Customer Concerns Procedure

### Introduction

ClaimSecure is committed to providing access to the Company's products and services to individuals with disabilities.

The *Feedback and customer concerns procedure* is intended to address the requirements of applicable accessibility legislation. It describes how a person may provide feedback and notice of concerns to the Company with respect to the accessibility of its products, services, and facilities for persons with disabilities.

### General

The Company makes reasonable efforts to ensure that individuals with disabilities have the same opportunity to obtain, use and benefit from the products and services the Company provides, as well as, the premises, in a similar way as others.

The Company welcomes feedback on the way it provides its products and services to individuals with disabilities, and the accessibility of the premises. Comments and concerns should be in writing by letter or e-mail, if reasonable. However, they may be made in person, by telephone or other methods that accommodate a person's communication needs. This feedback will be documented in a tracking system, along with any resulting actions taken by the Company. Where applicable, information about the actions resulting from this feedback will be available upon reasonable request.

The Company will ensure that every process for receiving and responding to feedback is accessible to persons with disabilities. It will do this by providing or arranging for the provision of accessible formats and communication supports upon request and accepting feedback on the accessibility of its feedback processes generally.

## How to Provide Feedback and Concerns

If you have any feedback or concerns about the way the Company provides access to products and services to persons with disabilities, or about the feedback process itself, please direct them to:

ClaimSecure Compliance

Email: [compliance@claimsecure.com](mailto:compliance@claimsecure.com)

Letter:

40 Elm Street, Suite 225, Sudbury, ON P3C 0A2

Fax: 1-866-613-0530

Tel: 1-888-513-4464

Feedback will be directed to the Compliance Team, who will engage the appropriate business unit to provide a prompt response. Customers can expect to receive an acknowledgement of their feedback within 5 calendar days.