

# **Our Appeals policy**

## When can I appeal

- You can appeal if your application has been declined
- You can appeal if you are not satisfied with the terms of the agreement
- You must appeal within 30 days of the loan application outcome date

### How do I appeal

- Via your Loan proposer
- Via phone 0800 8886118
- Via email to <u>Appeals@BizBritain.com</u>

### What information do I need to supply

- You will be provided with an appeals template to complete
- You will need to attach any supporting evidence to support the grounds of which you want to appeal

Please note unless you are able to provide relevant supporting evidence, the outcome of your application is unlikely to change.

### Who reviews my appeal

• An independent loan approver will review your application who has not been involved your initial application.

### When will I get a decision

- We will acknowledge receipt of your appeal within 3 business days of receiving your request and relevant supporting documentation
- We will complete your appeal request within 10 business days of receiving your supporting documentation

### What can I do if I have already appealed unsuccessfully

- If you have already appealed against a decline outcome, you are able to reapply 6 months after the original decline outcome
- If you are unhappy with the outcome of your appeal you can raise a complaint to <u>Complaints@BizBritain.com</u> however without new supporting evidence, raising a complaint is unlikely to alter the outcome of your application.

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