

## GENERAL INFORMATION

Registered Name: BCM Management Company (Pty) Ltd  
 Registration Number: 2013/105468/07  
 FAIS Licence Number: 2568  
 FAIS Licence Category: Short term Insurance: Commercial Lines  
 Website: [www.bcmza.co.za](http://www.bcmza.co.za)

ADDRESS	TELEPHONE	EMAIL
<b>Kwa-Zulu Natal</b>		
55 Old Main Road, Kloof, Durban	+27 31 702 0402	<a href="mailto:celeste@bcmza.co.za">celeste@bcmza.co.za</a>
<b>Gauteng</b>		
Suite G02, Ground Floor, 1410 Eglin Office Park, 14 Eglin Road, Sunninghill, Johannesburg	+27 11 234 0055	<a href="mailto:desirev@bcmza.co.za">desirev@bcmza.co.za</a>
<b>Cape Town</b>		
Unit B2, 1 Estuary Suites, The Estuaries, Oxbow Road, Century City, Cape Town	+27 21 910 0625	<a href="mailto:shanaaz@bcmza.co.za">shanaaz@bcmza.co.za</a>
<b>Port Elizabeth</b>		
Suite D, 77 Pickering Street, Newton Park, Port Elizabeth, 6000	+27 41 373 0250	<a href="mailto:chaneb@bcmza.co.za">chaneb@bcmza.co.za</a>
<b>East London</b>		
Office 5, BBC, Beacon Bay Crossing, c/o N2 & Bonza Bay Road, Beacon Bay, East London	+27 43 736 1440	<a href="mailto:clintonh@bcmza.co.za">clintonh@bcmza.co.za</a>



### ADVICE

No advice given by any representative of BCM Management Company (Pty) Ltd will be binding unless given in a written form.

### COMPLAINTS

Client complaints will be handled in accordance with BCM Management Company (Pty) Ltd complaints procedure and should be submitted in writing to the relevant party at the details above.

### PAYMENT OF PREMIUMS

All premiums in respect of the policies must be paid directly to the underwriters involved.

### COMMISSION EARNED

All commissions are earned and paid in respect of the policies held with the underwriters. The brokerage has authority to market the products of the following insurers:

- Credit Guarantee Insurance Corporation
- Coface South Africa
- Lombard Insurance Company
- Hollard Insurance
- Allianz – South Africa

### OTHER MATTERS OF IMPORTANCE

- Do not sign and blank or partially completed application form.
- All forms must be completed by you and may not be completed by a representative of BCM Management Company (Pty) Ltd
- All forms must be completed in ink.
- Please keep a record of all documents handed to you
- Make a note of what is said to you and always endeavour to obtain this in writing.
- At all times you must accurately and properly disclose all material facts. The accuracy of all information provided by you is your own responsibility.
- Incorrect or non-disclosure of information by you may impact on the validity of a contract of insurance.

### POPI REQUIREMENTS

- The FSP respects the rights to privacy and confidentiality of our potential and existing clients' personal information.
- You give consent that we may process, transfer and disclose your personal information for the purposes of providing you with insurance products and services and complying with your instructions.
- This may necessitate us sharing information with third parties to give effect to your insurance requirements.
- A copy of the POPI Policy and Privacy Policy is available on our website or upon request.
- The FSP's Compliance Officer is: National Compliance CC FSP 1307 (0860 104 194) P.O Box 6869, Zimbali, 4418

### THE FAIS OMBUDSMAN

If any complaint is not resolved to your satisfaction, you may submit your complaint to the FAIS Ombud who can be contacted at:

**Telephone:** +27 12 762 5000 / +27 12 470 9080

**Facsimile:** +27 86 764 1422 / +27 12 348 3447

**E-mail Address:** [info@faisombud.co.za](mailto:info@faisombud.co.za)

**Website:** [www.faisombud.co.za](http://www.faisombud.co.za)

**Postal address:** PO Box 74571, Lynwood Ridge, 0040

