

# Complaints procedure

Version 1.0 - 01.05.2020

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## Change Log

Version	Date:	Author:	Change:
1.0	01-05-2020	Jósup Henriksen	Document approved by Gjaldstovan TSP Management Board

As a citizen, you have the possibility to complain about a decision, e.g. if you have been rejected as a certificate holder of Samleikin or your certificate is suspended or revoked.

To complain, contact Gjaldstovan in one of the following ways:

Send an email to: [TSP@gjaldstovan.fo](mailto:TSP@gjaldstovan.fo)

Send a letter to: Gjaldstovan, Kvíggjartún 1, 160 Argir, Faroe Islands - preferably entitled "Complaint about Samleikin".

In your complaint, please state:

Name

Phone number

Description of the complaint

Signature