

text for covering letter *to* the Financial Ombudsman Service
from a business applying to join the voluntary jurisdiction

To:

David Bainbridge
head of outreach
outreach team
Financial Ombudsman Service
Exchange Tower
London E14 9SR

[date]

Dear Mr Bainbridge

**Agreement to participate in the voluntary jurisdiction
of the financial ombudsman service**

[Name of applicant firm] informs the Financial Ombudsman Service that it agrees to participate in the voluntary jurisdiction of the Financial Ombudsman Service.

As part of our agreement, we confirm that:

- We understand we will be bound by the Standard Terms and other relevant provisions of the FCA Handbook (as amended from time to time), a current version of which we have read.
- We understand the basis on which complaints to the Financial Ombudsman Service will be investigated and determined and the basis on which case fees and levies (if applicable) are payable.

Yours sincerely

For and on behalf of
[Name of applicant firm]