

# Initial Disclosure Document

**This Information relates to the activities undertaken by Tiffany & Co. Limited**

## **The Financial Conduct Authority**

The Financial Conduct Authority (FCA) is the independent watchdog that regulates financial services. Use this information to decide if our services are right for you.

## **Treating Customers Fairly**

Our business is committed to treating our customers fairly and ensuring our products and services are suitable for their needs. Treating Customers Fairly (TCF) is a core part of our culture and philosophy and you can review our commitment to it by asking for a copy of our TCF policy statement.

## **What Products do we Offer?**

We are a credit broker not a lender. We can only introduce you to V12 Retail Finance Ltd (FRN: 679653) who may be able to assist you with your requirements.

## **Other Finance Facilities**

You may be able to obtain funding for your purchase from other providers and you are encouraged to seek alternative quotations and details of their products by researching on the high street, in the media and online.

## **What will you have to pay to us for this service?**

You will not make any payment to us for processing a finance application or for introducing you to a finance provider. All charges that you will pay including, interest, documentation fees, where applicable, will be clearly shown on the finance agreement.

## **Commission Disclosure**

We do not receive any commission for introducing customers to a finance provider.

## **Understanding our Products and Documents**

If you have any health issues, difficulty in understanding information or there any recent life events that could affect your ability to fully understand the information and documentation you are presented with or what your commitments are under the agreement, you should carefully consider the amount of time you require to review the documentation. You should also consider if it is advisable for you to have someone you know, help you make your decision. Please advise us accordingly if this is the case and we can then proceed with your requirements in the most appropriate way.

You should make sure you have sufficient time to assess the information given to ensure the funding option offered is suitable for you and meets your requirements. You should seek further explanations and ask questions if needed to fully understand the documents you are given.

**Affordability**

You should assess the monthly payments you are required to make throughout the agreement and ensure you are able to meet these obligations and other obligations you already have without suffering undue hardship. If you are aware of any future events that will affect your ability to meet these payments, you should ensure the provider is informed immediately.

Your credit rating could be adversely affected if you do not make payments when due which could make it harder or more expensive for you to access finance facilities in the future.

**Who Regulates Us?**

Tiffany & Co. Limited is an Appointed Representative of Product Partnerships Limited which is authorised and regulated by the Financial Conduct Authority; registration number 626349. Product Partnerships address is Second Floor, Atlas House, 31 King Street, Leeds LS1 2HL and their permitted business is to act as a Principal for a network of firms who carry out consumer credit activities.

You can check this information on the FCA register by visiting [www.fca.org.uk/register](http://www.fca.org.uk/register) or by contacting the FCA on 0800 111 6768.

**What to do if you have a Complaint**

The contact details for Tiffany & Co. Limited are:

Address: Tiffany & Co. Limited, 25 Old Bond Steed, London, W1S 4QB

Telephone: 0800 160 1837

Email: [financing-support@tiffany.com](mailto:financing-support@tiffany.com)

If you would like to know how we handle complaints, please ask for a copy of our complaints handling process. If your complaint is not resolved to your satisfaction, you may be able to refer it to the Financial Ombudsman Service, whose contact details are set out below:

In writing: The Financial Ombudsman Service, Exchange Tower, London E14 9SR

By telephone: 0800 0234567

By email: [complaint.info@financial-ombudsman.org.uk](mailto:complaint.info@financial-ombudsman.org.uk)

Website: [www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk)

As an appointed representative, you also have the right to complain to our Principal firm, Product Partnerships Limited. If you wish to register a complaint, you can contact Product Partnerships Limited at:

In writing: Product Partnerships Limited, Second Floor, Atlas House, 31 King Street, Leeds LS1 2HL

By telephone: 01274 921234

By email: [info@productpartnerships.com](mailto:info@productpartnerships.com)

### **Confidentiality and Data Protection**

Throughout the process of administering services for you we will need to collect personal information from you and pass this information to one or more third party organisations in order for them to supply any services you request. This may include passing this information to one or more potential lenders or credit brokers to enable them to make a credit decision. These lenders may use your information to conduct an affordability and credit worthiness assessment and will do so using the consent given by you.

This may include sharing your information with credit reference agencies and other companies for use in credit decisions and fraud prevention. For full details of where your information will be sent, and the purpose for doing so, or to cancel your consent for the processing of your personal data, please contact us.

A copy of our privacy policy, which details how your information will be processed and your rights, is freely available upon request. To request this information please contact us:

In writing: Data Protection Officer C/O Legal Department, Tiffany & Co., 200 Fifth Avenue, New York, NY 10010

By email: [privacy@tiffany.com](mailto:privacy@tiffany.com)

***TIFFANY & CO. LIMITED is an appointed representative of Product Partnerships Limited which is authorised and regulated by the Financial Conduct Authority. Product Partnerships Limited's FCA registration number is 626349 and its address is Second Floor, Atlas House, 31 King Street, Leeds LS1 2HL. Product Partnerships Limited's permitted business is to act as a Principal for a network of Appointed Representatives who arrange regulated credit facilities for customers who are purchasing goods from them.***

***TIFFANY & CO. LIMITED (FRN: 1040053) acts as a credit broker not a lender. We can only introduce you to Secure Trust Bank PLC T/A V12 Retail Finance (FRN: 204550) who may be able to offer you finance facilities for your purchase. We will only introduce you to this lender. We do not receive any commission for introducing customers to a finance provider. Credit is provided subject to affordability, age, and status. Minimum spend applies. Not all products offered by Secure Trust Bank PLC are regulated by the Financial Conduct Authority.***