



Procedures for Handling Client Money

As a member of The Property Ombudsman Service and Client Money Protect, we, The Champs (UK) Limited, adhere to the Rules of Conduct and any other regulations as necessary by adhering to the following procedures for handling the Client Money:

1. All Client Money is held in the segregate Client Money Account with an authorised bank or building society, details of this can be found in our terms of business;
2. We maintain one or more Client Money Account(s) into which all Client Money is paid;
3. We ensure that Client Money Account(s) are segregated as such and are easily distinguished from other accounts;
4. We have confirmed in writing with the bank holding the Client Money Account that the bank acknowledges that monies in the Client Money Account must not be combined with, or transferred to, any other account maintained by the Company, and the bank shall not be entitled to exercise any right of set off or counterclaim against the money in that Client Money Account in respect of any sum owed to it in respect of any other account of the Company;
5. We keep records and accounts that show all dealings with Client Money and demonstrate that all Client Money held by the Company is held in a Client Money Account;
6. We publish our procedures for handling Client Money on our website;
7. We provide a copy of our CMP Membership certificate and the procedures for handling the Client Money to any person who may reasonably require a copy, free of charge;
8. We keep records and accounts that show all dealings with Client Money;
9. We repay any Client Money without delay if there is no longer any requirement to retain that money or the relevant client requests it; and
10. We hold and maintain Professional Indemnity insurance cover that is appropriate for the Company's size, income, type of work and the amount of Client Money held.