

# Schedule B:

## Summary of Financial Hardship Policy



### Introduction

Some personal/residential and small business customers who are experiencing financial hardship may be entitled to special arrangements for bills they cannot immediately afford to pay.

Depending on your circumstances, there may be options for helping to manage your financial difficulty e.g. payment plans, service restrictions.

Eligibility is set out in Switch Connects Financial Hardship Policy.

### Contacting Us About Financial Hardship

You can contact us regarding financial hardship issues as follows:

		Contact hours
<b>Name:</b>	Nathan Pasic	8:30am – 5:00pm AEST
<b>Position:</b>	Director	
<b>Telephone:</b>	1300 032 010	8:30am – 5:00pm AEST
<b>Email:</b>	<a href="mailto:accounts@switchconnect.com.au">accounts@switchconnect.com.au</a>	All hours: processed during business hours
<b>Postal Address:</b>	Switch Connect Suite 17 2-4 Cross St Hurstville NSW 2220	All hours: processed during business hours

The Financial Hardship Officer can provide more information and a copy of our policy.

### Information We May Require

To process a financial hardship enquiry or application, we first ask for an Application (which is attached to this Summary) that identifies you, your account, and other basic information. You must send it, and any other supporting documentation we require, to the email address, postal address or fax number above, addressed to 'Financial Hardship Officer'.

We may require further documentation, depending on the nature and circumstances of your claim (if relevant), for example:

- evidence that you lost employment;
- evidence that you have consulted a financial counsellor;
- a statutory declaration by you;
- a statutory declaration by someone familiar with your circumstances;
- a medical certificate.

Our assessment of an application may be based on the information you provide or other information available to us.

If the information you provide is not sufficient for us to make an assessment, we will tell you that, and advise what other information is required.

If you do not provide information as requested, an assessment may not be made.

Provision of false or incomplete information may result in us cancelling any hardship arrangements.

### How We Assess an Application—Generally

We try to be flexible, since there are many different possible circumstances. But generally, we:

1. Check that the amount involved is not disputed. If it is, our Complaints Policy applies instead.
2. Assess whether the application meets the definition for financial hardship.
3. Consider whether non-payment of amounts is reasonable in all of the circumstances.
4. Consider whether your reason for being unable to pay falls into those relevant under our Financial Hardship Policy.

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5. Consider whether a financial hardship arrangement could assist you.
6. Consider an appropriate arrangement under our Policy and the Telecommunications Consumer Protections Code C628:2012 and propose it to you. Where possible and appropriate, we will provide you with flexible repayment options to meet your individual circumstances.
7. Make an assessment within 7 working days after you provide the last of any information or supporting documentation we reasonably require.

A proposed financial hardship arrangement has no effect unless and until you accept it. If you do not accept a proposed arrangement within 10 days, it is no longer open for acceptance. (But if you do not accept in that time for good reason, we will not unreasonably refuse to extend the proposal.)

If it becomes clear to us at any time that you do not meet the criteria for arrangement or assistance, we will inform you immediately.

### Your Rights and Obligations if We Enter a Financial Hardship Arrangement

- You, and we, must comply with an agreed financial hardship arrangement.
- We will give you written details of the arrangement if you ask for them.
- We will not pursue credit management action over a debt while a financial hardship arrangement covering that debt is in place and you are complying with it.
- You must promptly advise us if your circumstances change during the term of the financial hardship arrangement.

### Contacting Your Local Financial Counsellor or Consumer Advocate

QLD Financial Counselling Services of QLD	(07) 3257 1957
NSW Credit and Debt Hotline	1800 808 488
ACT Care Financial Counselling	(02) 6257 1788
VIC Consumer Credit Legal Service	(03) 9602 3800
TAS Anglicare Financial Counselling	1800 243 232
SA Uniting Communities Financial Counselling	(08) 8202 5180
WA Financial Counsellors Resource Project	(08) 9221 9411
NT Anglicare Financial Counselling	(08) 8985 0000