



Additional Support Policy

Here at Clear Business we understand that sometimes our customers may need additional support. We are committed to:

- Being flexible where needed to do the right thing for our customers
- Making it straightforward to contact us
- Taking a proactive approach to meet our customers' needs

Our teams have been trained and empowered to offer you the support that you need. We understand that personal circumstances can be complex and take a flexible approach on a case-by-case basis to make sure we're doing the right thing for you. Whether you require additional support from us on a permanent or temporary basis, we can support you by:

- Communicating with you in a clear and easy to understand way
- Providing additional information and time for independent decision making
- Allowing a nominated third-party, family member or friend help manage your account
- Offering financial hardship support, including payment plans
- Ensuring that the services we provide meet your needs

We also offer specific services for customers who have accessibility needs. A full list of these services can be found at www.switchingon.com/accessibility.

If you want to talk to us about how we can support you, you can contact us by:	
Phone	0161 946 4444
Email	info@switchingon.com
Relay UK	Via the Relay UK app on your smart device or computer or by dialling 18001 0161 946 4444 from your textphone.
Post	1 Dovecote Old Hall Road, Sale M33 2GS

If you need more support, we've also put together a list of some of the organisations you can contact for free and independent advice:



Support and advice for anyone experiencing a mental health problem



Independent one to one advice for any problem, including consumer rights



Free and independent debt advice



Free, practical and ethical debt guidance to anyone experiencing financial hardship



Advice and support to help people achieve long-term financial control



Support and advice for people later in life