**Pro forma DDO reporting (complaints)—Distributors**

**#[TO BE PLACED ON DISTRIBUTOR LETTERHEAD]**

#[insert date]

Corval Partners Limited  
Attention: Compliance Officer  
[DDOreporting@corval.com.au](mailto:DDOreporting@corval.com.au)

Dear Sir / Madam

**DDO reporting (complaints)—Corval Property Fund ARSN 656 171 158**

#[Insert distributor name, ACN and AFSL no.], distributor of the Corval Property Fund

ARSN 656 171 158 (Product), advises of the following significant dealing with respect to the Product.

|  |  |
| --- | --- |
| Date(s) of the complaint | Include both—   * the date that the substance of the complaint occurred, as well as any other dates relevant to the complaint * the date the distributor received the complaint. |
| Description of the complaint | Describe the complaint including why it is not consistent with the target market determination. |
| Classification of the complaint | Describe which attribute of the Fund about which the complaint was made. |
| What steps, if any, have been, or will be, taken in relation to the complaint | Include details as relevant. |
| Other | Include details as relevant. |

Please email this form to DDOreporting@corval.com.au