

PROFESSIONAL INTRODUCER DISCLOSURE – Brazi Concierge LTD

Last Updated: 08/12/25

1. Purpose of This Disclosure

Brazi Concierge LTD (“we”, “us”, “our”) provides Professional Introducer Services, meaning we connect clients with independent third-party service providers (“Partners”).

This disclosure explains:

- what our role includes,
 - what our role does *not* include,
 - how we support clients, and
 - how data is shared and handled.
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2. Our Role as an Introducer

We assist clients by identifying suitable third-party providers and facilitating introductions.

Our service includes:

- ✓ Identifying a suitable provider for your needs
- ✓ Facilitating initial communication
- ✓ Sharing relevant information (with your consent)
- ✓ Helping organise documents if needed
- ✓ Guiding you through steps and expectations
- ✓ Monitoring progress

✓ **Supporting communication between you and the provider**

✓ **Providing administrative assistance until the service is fully completed**

This follow-up support is a distinctive element of our concierge service, designed to make the process easier, clearer, and smoother for the client.

3. Independence of Third-Party Providers

Even with our ongoing assistance, Partners are **independent businesses**.

This means:

- They are solely responsible for the advice or service they provide
- They set their own prices, terms, and timelines
- They operate under their own professional or regulatory obligations
- They act as **independent Data Controllers** regarding any data you provide directly to them

Your relationship with the Partner is separate from your relationship with Brazi Concierge LTD.

You are always free to:

- decline the service,
 - choose a different provider,
 - or end communication with a Partner.
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4. What We Do NOT Do

Even though we accompany the service until completion, Brazi Concierge LTD does **NOT**:

- Deliver or perform the service offered by the Partner
- Act as the provider's representative, agent, or manager

- Make decisions on behalf of the provider
- Guarantee results, approvals, timelines, or performance
- Provide legal, financial, real estate, medical or immigration advice
- Accept responsibility for errors, omissions, or the performance of any Partner
- Interfere with contractual terms between the client and the Partner

We provide **support**, not regulated, professional or specialised services.

5. Fees and Compensation

If Brazi Concierge LTD receives referral fees, commissions, or other commercial benefits from a Partner:

- It does **not** affect the price the client pays
 - It does **not** influence which providers we introduce
 - Disclosure is available upon request
 - The client will never be charged extra due to a referral arrangement
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6. How We Share Personal Data

We only share personal data with a Partner when:

- you request the introduction, or
- you explicitly consent to the sharing.

We share **only the minimum information necessary**, such as:

- name,
- contact details,

- relevant service-related information.

Partners act as **independent Data Controllers**, meaning they must provide their own privacy documentation and are responsible for how they handle your data once received.

See our full Privacy Policy for more information.

7. Client Responsibilities

Clients remain responsible for:

- evaluating and approving the Partner's services
- reviewing all contracts, terms, and pricing
- making payments directly to the Partner (if applicable)
- providing accurate information needed for the service
- seeking qualified advice when appropriate

We strongly encourage clients to perform their own due diligence before engaging any third-party provider.

8. No Regulated Services

Brazi Concierge LTD does **not** provide:

- legal or financial advice
- regulated brokerage services
- medical diagnostics or treatment
- real estate agency services

Our role remains strictly supportive and administrative.

9. Contact

If you have any questions about this disclosure or our Introducer Services, please contact us:

info@braziconcierge.com

Brazi Concierge LTD

167–169 Great Portland Street, 5th Floor

London, England, W1W 5PF