

## **Anti-Bribery Policy**

Balcony Business Services Limited is committed to applying the highest standards of ethical conduct and integrity in its business activities. The Directors acting on the Company's behalf are responsible for maintaining the Company's reputation and for conducting business honestly and professionally.

Balcony Business Services Limited considers that bribery and corruption has a detrimental impact in business by undermining good governance and distorting free markets. The Company benefits from carrying out business in a transparent and ethical way. The Company does not tolerate any form of bribery, whether direct or indirect, by, or of, its employees or consultants or any person or companies acting for it or on its behalf. The Directors are committed to implementing and enforcing effective systems to prevent and eliminate bribery, in accordance with the Bribery Act 2010. This Policy apply to all employees.

A bribe is a financial advantage or other reward that is offered to, given to, or received by an individual or company (whether directly or indirectly) to induce or influence that individual or company to perform public or corporate functions or duties improperly. Employees and others acting for or on behalf of the Company are strictly prohibited from making, soliciting or receiving any bribes or unauthorised payments. As part of our anti-bribery measures, the Company accepts transparent, proportionate, reasonable and bona fide hospitality and promotional expenditure, whether given or received.

The Directors note that bribery is a criminal offence that may result in up to 10 years' imprisonment and/or an unlimited fine for the individual and an unlimited fine for the Company. Balcony Business Service Limited has a policy of not conducting business with service providers, agents or representatives that do not support appropriate anti-bribery and corruption objectives. The Directors will support any individuals who report suspected bribery in good faith.

Paul Saddington Director 1<sup>st</sup> January 2025

**Balcony Business Services Limited**