

Trade Credit claim.

1 Policy details

Name of Insured

Policy number

2 Buyer's details

Full name

National ID

Address

Postcode

3 Loss details

3.1 What is the reason for your claim?

Insolvency

Protracted default

Total loss incurred (ex VAT)

Amount claimed (ex VAT)

Currency

Your full contractual terms of payment

Days

Date of invoice

End of month following

Other

If 'other', please state

Date account first opened

/

/

Made possible



Trade Credit claim.

3.2 Insolvency practitioner details

Practitioner and firm name

.....

Practitioner firm address

.....

Postcode

Telephone

Date of appointment

/ /

.....

4 Justification of credit

4.1 Approved limit

Yes

No

Discretionary limit

Yes

No

If claiming an approved limit **please state the amount and provide a copy of the relevant endorsement**

£

.....

4.2 If claiming under your discretionary facility **please state the amount against the relevant justification**

Trading experience

£

.....

QCheck opinion

£

.....

Status agency

£

.....

Trade Credit claim.

5 Trading experience

- 5.1** Please provide your monthly transactions for the previous 12 months prior to the oldest unpaid invoice and up to the last transaction with the debtor.

In addition, should your claim be greater than £15,000 please provide month end statements, aged debtor analysis or equivalent for the previous 6 months to evidence the trading experience.

Month and year	Invoice total	Payments received	Credit notes issued	Month end balance
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£
£	£	£	£	£

- 5.2** Date of the first outstanding invoice

/ /

Date of the last outstanding invoice

/ /

Any invoices subject to a dispute or query? If 'yes', please provide evidence of the event

Yes No

Were there any repayment plans or dishonoured payments within the past 12 months? If 'yes', please provide evidence of the event

Yes No

Trade Credit claim.

6 Collection action

Was the debt passed to a collection agent? If 'yes', please provide details of the collection agent and all copy correspondence

Yes

No

Date when agent was appointed

7 Salvage/recovery action

Have you applied any of the following?

RoT

Yes

No

Guarantees

Yes

No

Contra trading

Yes

No

Other, please specify

Yes

No

.....
If 'yes', please provide details

8 Supporting documentation

Please send originals or copies of the following documentation

Confirmation of debt

Final statement of account

Evidence of insolvency

Copy of judgement

Any correspondence that may be relevant to the claim

Additional space if required

9 Assignment, declaration of insured and signature

We shall obtain/attach (delete as appropriate) written confirmation from the appointed Insolvency Practitioner or other appropriate authority, of the amount for which we are admitted to rank in the insolvent estate of the debtor or, in the case of any other insured loss, we attached Evidence of Debt. It is acknowledged that the information/documents requested herein are those usually necessary for adjudication of a claim, but such requirements shall not be construed as in any way limiting the Definitions and Conditions of the Policy as to our duty of fair presentation (as set out in the Insurance Act 2015 or successor or amending legislation) as well as to QBE Europe SA/NV and QBE UK Limited's right to examine or obtain copies of letters, accounts or other documents in our possession or control relating to or connected with this Policy and claim. The information given herein and the attachments contains every material circumstance of which we are aware following a reasonable search and that the information is substantially correct.

We agree that where a claim is accepted in accordance with the policy terms and conditions, as soon as QBE Europe SA/NV and QBE UK Limited notify us of their agreement to settle the claim, we agree that our rights to any Recoveries, including any dividend declared in the Insolvency of the Insured Buyer, will be automatically assigned absolutely and with full title guarantee to QBE Europe SA/NV and QBE UK Limited. It is understood that this authority and directions are irrevocable.

We agree upon your request, at your cost, to do all such further acts and things and execute and/or procure the execution of all such further documents as may reasonably be necessary or desirable to give effect to such assignment and vest such rights in QBE Europe SA/NV and QBE UK Limited.

Name (please print)

Date

Signature

Position in company

Email

10 Bank details

Bank name and branch

Account name

Account number

Sort code

IBAN

Swift/BIC code

11 Important notes

11.1 Choice of contract law

Unless it is agreed otherwise, the law that applies to this contract is the law of that part of the United Kingdom where your principal premises is located.

In addition any legal proceedings between you and us in connection with this contract will only take place in the courts of that part of the United Kingdom where your principal premises is located and are subject to the exclusive jurisdiction of that court.

11.2 Compensation

QBE UK Limited is covered by the Financial Services Compensation Scheme. This provides compensation in case any of its members are unable, in specified circumstances, to meet any valid claims under their policies. Compensation for noncompulsory insurance will be paid at 90% with no upper limit and at 100% if the insurance is legally compulsory with no upper limit. Compensation is only available to commercial customers in limited circumstances.

Further information can be obtained from QBE at the address below, or from the Financial Services Compensation Scheme at the following address: Financial Services Compensation Scheme, PO Box 300, Mitcheldean, GL17 1DY; or from their website (www.fscs.org.uk/contact-us/).

11.3 Data privacy notice

Any personal data provided to the insurer will be processed in compliance with all applicable laws and regulations and in accordance with the privacy notice which can be found at qbeeurope.com/privacy-policy/. Alternatively the insured may contact the insurer's Data Protection Officer to request a copy of the full privacy notice by email: dpo@uk.qbe.com or by writing to: Data Protection Officer, QBE European Operations, 30 Fenchurch Street, London EC3M 3BD.

11.4 Fraud Act 2006

If you provide an answer/information which you know is untrue, or deliberately fail to provide information that we have requested (e.g. previous accidents) you may be committing a criminal offence.

11.5 Records

The insurer may hold documents relating to this insurance and any claims under it in electronic form and may destroy the originals. It is hereby agreed that an electronic copy of any such document will be admissible in evidence to the same extent as, and carry the same weight as, the original.

The language applicable to the policy

The language used in this policy and any communications relating to it will be English.

11.6 Your insurer

QBE UK Limited

QBE UK Limited is registered in England number 01761561; Home State - United Kingdom. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority; registration number 202842.

QBE Europe SA/NV

QBE Europe SA/NV Limited is a public limited liability company (VAT BE 0690.537.456) and is Authorised by the National Bank of Belgium (NBB) (de Berlaimontlaan 14 Boulevard de Berlaimont, 1000 Brussels, Belgium) under licence number 3093.

11.7 Your insurer's Head Office

QBE UK Limited, 30 Fenchurch Street, London, EC3M 3BD. Tel: +44 (0) 20 7105 4000, Fax: +44 (0) 20 7105 4019.

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Made possible

