

Trade credit loss payee instruction form.

To QBE Europe SA/NV and QBE UK Limited.

Please complete this form and forward to the Insurer. The original will be noted by an Underwriter for the Insurer and returned to the Insured.

The Insured, (noted below) hereby irrevocably instructs the Insurer to pay every claim that becomes payable to the Insured under or by virtue of the Policy to the Loss Payee noted below.

1 General Information

The Policy (policy number):

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The Insured:

National ID:

.....

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The Loss Payee:

National ID:

.....

.....

Loss Payee address

Postcode

Country

.....

.....

Loss Payee contact name

Loss Payee telephone

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2 Declaration of Insured and Loss Payee

The Insured hereby irrevocably and unconditionally:

- a) agrees to hold the Insurer harmless from any error on the part of the Insurer in forwarding payment to the Loss Payee;
- b) acknowledges that this instruction is subject to strict observance by the Insured of all the terms and conditions of the Policy; and
- c) agrees to indemnify and hold the Insurer harmless in respect of any loss, claim, damages or demand suffered or incurred by the Insurer as a result of it acting in accordance with the provisions of this instruction and this instruction subsequently being found, determined or held to be void, voidable, unlawful or ineffective.
- d) The Loss Payee accepts this instruction subject to the terms, conditions and undertaking stated above.

3 Bank details

Bank name and branch

Account Name

.....

.....

Account Number

Sort code*

.....

.....

IBAN

Swift/BICCode

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4 Signatures of Insured and Loss Payee

Signature of Insured

Date

.....

Name of Insured

.....

Signature of Loss Payee

Date

.....

Name of Loss Payee

.....

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To the Insured and the Loss Payee:

1. The Insurer hereby consents to the above instruction in this approved form. Such consent does not expressly or by implication vary, extend or otherwise affect its rights and liabilities under the Policy.
2. The Insurer confirms that as at the date of their signing below:
 - a) all premiums due on the Policy have been paid in full; and
 - b) the Policy has not been cancelled.

For and on behalf of the Insurer.

Signature

Date

.....
If 100% of loss is to be paid to the loss payee then please leave this section blank. Otherwise please use the box below to add further details

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5 Additional information

5.1 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.

5.2 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 non-compulsory 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.

5.3 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 www.qbeurope.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: the Data Protection Officer, QBE European Operations, 30 Fenchurch Street, London EC3M 3BD.

5.4 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.

5.5 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.

5.6 Your insurer

QBE UK Limited
QBE UK Limited is registered in England number O1761561; 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.

5.7 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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