

Understanding your invoices

Over the course of working with us, you will receive different types of invoices. This explains some of the wording and methodology we use for the main three invoices we send: Insurance premium, Credit intelligence and Collection. Depending on your Policy or the services you use, you might receive other invoices. If you have any questions, please call Customer Line using the details at this end of this guide.

1 Insurance premium invoice

A **Apportioned by Turnover Estimates**
Based on your estimate insurable turnover for this period, this is the premium to pay.

This is a monthly invoice for April and the premium amount is one twelfth of the annual figure.

B **Period Covered by Invoice**
Which could be quarterly or up-front.

Invoices will always state the period covered. The frequency of premium payment is detailed in your Policy Schedule.

C **IPT**
IPT stands for Insurance Premium Tax, which is payable on all or part of your premium in accordance with local tax regulations. In the UK, it is set at 12% for domestic turnover. For more information on IPT, read our guide [How to fill out your Turnover Declaration](#) and go to "What information should I include?" > "How the figures break down".

ALL UNIT FEES AND TAX RATES ARE FOR ILLUSTRATION PURPOSES ONLY

Allianz Trade XXXXXXXX
Address XXXXXXXX
City XXXXXXXX

Company Name
Address
Address
Address

Insured Client:
Client Name

Invoice Date: 01-Apr-19
Invoice Number: XXXXXX
Policy Number: XXXXXX
Account Number: C0000000/C0000000
Trading Partner: GBXXXXXX

Page 1 of 1

Insurance Premium Invoice

Currency: XX

ADVANCE DEPOSIT PREMIUM			
Details	Country	Domestic	Total Excl. Tax
Apportioned By Turnover Estimates: A Period 01/04/2019 to 30/04/2019 B	UNITED KINGDOM	Domestic	566.00

Summary of Taxes Due

Tax Type	Rate (%/P	remiumT	otal Tax		
IPT UNITED KINGDOM	12.00		67.92		

Subtotal	566.00
IPT	67.92
Total Payable (XX)	633.92

C Payment will be taken shortly according to our Direct Debit agreement

For any queries please contact the Customer Line
Please quote invoice or credit note number in all correspondence

Should this specific account be set up as Direct Debit then this invoice is for information only.
Please note Premium and Credit Intelligence are separate Direct Debit Accounts
For COLLECTIONS Direct Debits cannot apply

Customer Line
UK 0544 893 0000
Ireland 01 525 5555
customerline@allianz-trade.com

-----X----- Please return this slip with your payment -----

REMITTANCE ADVICE fao cashiers. Please send remittance advice to Remittance@eulerhermes.com
Payment Instructions: PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE.
If you are a Direct Debit Customer, this invoice is for information only.

Please make all payments to:

Allianz Trade	
HSBC BANK PLC	
A/c No:	XXXXXXXX
Sort code: X	X-XX-XX
SWIFT code:	XXXXXXXXXXXXXX
IBAN:	XXXXXXXXXXXXXXXXXX

COMPANY NAME

Invoice Number:	XXXXXX
Account Number:	XXXXXX
Total Payable:	633.92

Allianz Trade is the trademark used to designate a range of services provided by Euler Hermes
Euler Hermes UK and Euler Hermes Ireland are branches of Euler Hermes SA(NV), Avenue des Arts 56, 1000 Brussels, Belgium.
Company no. 0403.248.596 RPM Brussels. Insurance firm, registered under code 418.
Branch registered in England and Wales with no. BR015404, registered branch address 1 Canada Square, London E14 5DX. Authorised and regulated by the National Bank of Belgium and the Belgian Financial Services and Markets Authority. Deemed authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details of the Temporary Permissions Regime, which allows EEA-based firms to operate in the UK for a limited period while seeking full authorisation, are available on the Financial Conduct Authority's website. Euler Hermes Ireland, Allianz House, Elm Park, Merion Road, Dublin 4 Tel: +353 (0)1 518 7900. www.eulerhermes.ie. Branch registered in Ireland with no. 906695, registered branch address Allianz House, Elm Park, Merion Road, Dublin 4. Euler Hermes SA(NV), trading as Euler Hermes Ireland, is authorised by the National Bank of Belgium and the Belgian Financial Services and Markets Authority in Belgium and is regulated by the Central Bank of Ireland for conduct of business rules.

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Credit intelligence invoice

A

Trading Partner

This is a code for our own reference corresponding to our company you're trading with: Euler Hermes

B

Limit Application Fees

A customer's country will fall into either Band A or Band B.

Credit limits applied for in Band A countries are charged at 27.27 per application.

Band B applications are charged at 78.72.

C

Limit Monitoring Fees

The fee for monitoring is 27.27 divided by 12 for Band A and 78.72 divided by 12 for Band B.

D

No. Trans

It refers to the number of applications, or number of limits that we are monitoring that month.

ALL UNIT FEES AND TAX RATES ARE FOR ILLUSTRATION PURPOSES ONLY.

Allianz
TradeAllianz Trade XXXXXXXX
Address XXXXXXXX
City XXXXXXXXCompany Name
Address
Address
Address
AddressInvoice Date: 15-Jan-19
Invoice Number: XXXXXX
Invoice Period: 15-Jan-19 – 21-Jan-19
Account Number: C0000000/C0000000
Standard

A Trading Partner: GBXXXXXX

Credit Intelligence Invoice

Currency: XX

SERVICE	CHARGES			
	Unit Fee	No. Trans D	Total Excl. Tax	VAT at 20.00%
Limit Application Fees B APPLICATION BAND B EOLIS	78.72	1	78.72	15.74
Limit Monitoring Fees C MONITORING BAND A MONITORING BAND B	2.27	50	113.63	22.73

Amounts in Currency for VAT purposes only

Tax Type	Rate (%)	Total excl. Tax	Total Tax	Total incl. Tax (XX)
VAT	20.00	244.83	48.97	293.80

Subtotal	244.83
VAT	48.97
Total Payable (XX)	293.80

You can view and print a duplicate of this invoice via EOLIS. After log-in, select <Policy Administration>, <Invoices> and <View copy invoice>. To view the detailed transactions charged within this invoice, select <Policy Administration>, <Invoices> and <View invoice detail>.

Monitoring Fees

The Monitoring 'Unit Fee' values stated above are calculated as 1/12th of the annual monitoring fee values stated in Schedule of Fees for your policy. These Unit Fees are displayed to 2 decimal places, however the monthly monitoring fee totals (ex VAT) have been calculated as follows:
Monitoring Fees = (annual monitoring fee x number of positive limits endorsed at date of invoice) / 12.
Where this invoice is issued in a currency other than Sterling the annual monitoring fee values have been converted into the appropriate currency (using the exchange rate mechanism quoted in your contract) prior to applying the fee calculation.

For any queries please contact the Customer Line
Please quote invoice or credit note number in all correspondence

Article 196 of Council Directive 2006/112/EC
VAT shall be payable by any taxable person, or non-taxable legal person identified for VAT purposes, to whom the services referred to in Article 44 are supplied, if the services are supplied by a taxable person not established within the territory of the Member State.

Customer Line
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Ireland 01 525 5555
customerline@allianz-trade.com

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For COLLECTIONS Direct Debits cannot apply

-----Please return this slip with your payment-----

REMITTANCE ADVICE fac cashiers. Please send remittance advice to Remittance@eulerhermes.com

Payment Instructions : PAYMENT IS DUE UPON RECEIPT OF THIS INVOICE.

If you are a Direct Debit Customer, this invoice is for information only. The total payable shown will be charged to your bank account on or around the 12th of the month.

Please make all payments to:

Allianz Trade
HSBC BANK PLC
A /c No: XXXXXXXX
S /rt code: X XXX-XX
S /WIFT code: XXXXXXXXXXXX
XXXXXXXXXXXXXXXXX --- BANI XXXXXXXXXXXXXXXXXXXX

COMPANY NAME

Invoice Number:	XXXXXX
Account Number:	XXXXXX
Total Payable:	293.8



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Collection invoice

A **Provision Collected Principal**
This is money received by you or us from your customer. In this example, we charge 10% commission fee as per your contract with us.

B **Indemnification Formula**
Fee x Debt covered percentage x Policy indemnity percentage. Please refer to our guide: [Understanding the indemnification of collection and legal costs](#) to know more.

C **Retained against previous claim payment**
After you have been paid a claim, any Salvage we receive will be shared between you and us.

D **VAT**
We have to charge VAT on collection service fees (20% in UK and 23% in Ireland). So, in this example, the initial commission fee before indemnification is 137.93 so we add 20% VAT which is 27.50. We are unable to indemnify the VAT.

E **Amount covered**
This corresponds to the amount we will indemnify under your Policy - see point B above.

F **Net to Pay**
This is the difference between the Total (Subtotal 137.93 + VAT 27.50 = 165.52) and amounts covered by your Policy (124.13).

ALL UNIT FEES AND TAX RATES ARE FOR ILLUSTRATION PURPOSES ONLY.



Allianz Trade XXXXXXXX
Address XXXXXXXX
City XXXXXXXX

Allianz Trade

Company Name
Address
Address
Address
Address

Invoice Date: 14-Jan-19
Invoice Number: XXXXXX
Account Number: C0000000/C0000000
Our Ref: XXXXXX
Policy Number: XXXXXX

Collections Invoice

Currency: XX

Debtor				Details	Total Excl. Tax	VAT at 20.00%
Debtor Name	14-Jan-19	XX	1,379.25	A Provision Collected Principal 1379.25 GBP x 10.00%	137.93	27.59
			1,149.38	B 137.93 x 100% x 90% (124.13) C Retained against previous claim payment on claim number 296XXX	0.00	0.00

Amounts in Currency for VAT purposes only

Tax Type	Rate (%)	Total excl. Tax	Total Tax	Total incl. Tax (XX)
VAT	20.00	137.93	27.59	165.52

Subtotal	137.93
D VAT	27.50
XX	165.52

E Less amounts covered by your policy	(124.13)
F Net to pay	41.39

For any queries please contact the Customer Line
Please quote invoice or credit note number in all correspondence

Article 196 of Council Directive 2006/112/EC
VAT shall be payable by any taxable person, or non-taxable legal person identified for VAT purposes, to whom the services referred to in Article 44 are supplied, if the services are supplied by a taxable person not established within the territory of the Member State.



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Payment Instructions

PAYMENT IS DUE WITHIN 7 DAYS OF THE INVOICE DATE

Please make all payments to:

Allianz Trade
HSBC BANK PLC
A/c No: XXXXXXXX
Sort code: X X-XX-XX
SWIFT code: XXXXXXXXXXXX
IBAN: XXXXXXXXXXXXXXXX

Invoice Number:	XXXXXX
Account Number:	XXXXXX
Total Payable	41.39



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Any questions?



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Ireland 01 525 5555
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This guide is merely for guidance and should be read in conjunction with the Policy documents issued to you. It does not constitute or form part of the terms and conditions on which Euler Hermes would insure you ("Policy T&Cs"). This guide is not legally binding and does not amend, change or override in any way the Policy T&Cs. Capitalised terms indicate that there is a full definition of this word or phrase in the Policy T&Cs. The Policy T&Cs alone govern the relationship between the respective parties and if there is any conflict between this guide and the Policy T&Cs, the Policy T&Cs will prevail and determine rights, duties and obligations of the parties under your Policy with Euler Hermes. This guide may be subject to change at any time and at our sole discretion.

Allianz Trade is the trademark used to designate a range of services provided by Euler Hermes

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