

# CLAIM FORM - SIMPLICITY

Version 2.0

## INFORMATION ABOUT LOSS AND LACK OF PAYMENT

Date	
------	--

### How to

Fill out the form on the screen and save it to your computer. Hereafter you can either:

- Email the form to [claims-collections.fi@eulerhermes.com](mailto:claims-collections.fi@eulerhermes.com), or
- Send the form by post to Euler Hermes, Konepajankuja 1, FI-00510 Helsinki

### Information needed for the claim handling

Please provide copies of the following documents, which are needed to assess your claim - please indicate the ones you have enclosed:

- All outstanding invoices (and credit notes regarding the outstanding amount)
- Statement of account showing the period 6 months prior to the first outstanding until today (must show all movements on the account)
- Statement of account showing all open items
- Information about any payments that are not shown on the statement
- The lodge of your claim (if bankruptcy, dissolution or reconstruction)
- Circular letter from the trustee (if bankruptcy or reconstruction)
- Any judgement/basis for enforcement in this case
- Order confirmation
- Delivery confirmation, consignment note or similar
- Any correspondence with the debtor

Please clarify if any of the above cannot be provided:

--

### Your information

Policy no.:		Company:	
Contact person:			
Phone no.:		Email:	

### Information about the debtor

Company		Address:		
EH ID:		Your debtor ref. no.:		CVR no./VAT*:

\*Alternatively company registration number for the relevant country.

**All invoices**

No.	Invoice no.	Invoice date	Due date	Invoice amount	Outstanding invoice amount
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
Total amount (invoices):					

**Information about claim**

Reason for the claim	<input type="checkbox"/>	Bankruptcy	<input type="checkbox"/>	Reconstruction	<input type="checkbox"/>	Other:			
	<input type="checkbox"/>	Insolvency	<input type="checkbox"/>	Composition with creditors					
	<input type="checkbox"/>	Protracted Default	<input type="checkbox"/>	Liquidation (insolvency)					
Outstanding amount (excl. VAT, interest and fees):				Currency:					
VAT percentage on invoices:				Date of claim incident:					
Collection costs ex VAT:				Disputes:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
Has a grade been requested on the debtor?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Retention of title:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**Contact Euler Hermes**

Euler Hermes Finland  
Konepajankuja 1  
FI-00510 Helsinki

Tel. + 358 (0)10 850 8500  
Fax + 358 (0) 10 850 8511  
contact.fi@eulerhermes.com  
www.eulerhermes.fi