

Trade Credit

Special Contracts Supplemental Claim Form

To avoid any delay in processing your claim, please ensure all sections of the supplemental claim form are completed in full. If you require any assistance in completing this form, please contact the Claims Department on +44 (0)1664 423322 or speak to your Broker.

1. Your Details

Policyholder's Name:	
Policy Ref.:	

2. Your Customer's Details

Buyer's Name:	
Company Reg. No.:	

3. Reason for Additional Information: (please tick the relevant boxes and enter the amount being claimed)

Bound Contract:	<input type="checkbox"/>	
Pre-Delivery Costs and Work in Progress:	<input type="checkbox"/>	
Consignment Stock:	<input type="checkbox"/>	
Call-off Stock:	<input type="checkbox"/>	

4. Additional Information Required

Please attach the following documents for the section that you have ticked above.	
Bound Contract	<input type="checkbox"/> Copy of the contract relating to the outstanding debt <input type="checkbox"/> <input type="checkbox"/> Copy orders relating to the outstanding debt
Pre-Delivery Costs / Work in Progress	<input type="checkbox"/> Copies of orders from the Buyer <input type="checkbox"/> A summary of your manufacturing process <input type="checkbox"/> Copies of your purchase orders for goods you have purchased to manufacture these goods <input type="checkbox"/> <input type="checkbox"/> Time sheets or similar for labour costs incurred <input type="checkbox"/> Breakdown of all costs showing labour costs, delivery cost, overheads and profit
Consignment Stock	<input type="checkbox"/> Copy of the signed consignment stock agreement for this Buyer <input type="checkbox"/> <input type="checkbox"/> Copies of all stock sheets relating to the outstanding debt
Call-off Stock	<input type="checkbox"/> Copy of the call-off order relating to the outstanding debt <input type="checkbox"/> Copy of the call-off schedule relating to the outstanding debt



5. Declaration

We declare the information given to be true and correct to the best of our knowledge and belief.

We confirm all documents relating to this claim are available for inspection if required.

Signature

Name of Signatory

Position in Company

Date

Contact Us

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