

Claim form

- Simplicity

Version 2.1

Information about loss and lack of payment

How to

Fill out the form on the screen and save it to your computer.
Hereafter email the form to claims-collections.dk@allianz-trade.com.

Date

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)

The confirmation of the above lodging

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					
Bankruptcy	Reconstruction		Other ↓		
Insolvency	Composition with creditors				
Protracted Default	Liquidation (insolvency)				
Outstanding amount (excl. VAT, interest and fees)			Currency		
VAT percentage on invoices			Date of claim incident		
Collection costs ex VAT			Disputes		Yes No
Has a grade been requested on the debtor?	Yes	No	Retention of title		Yes No