



HELVETIAN GUARANTEE INSTITUTE LTD SURETY AND GUARANTEE COMPANY

Company with External and Independent Final Rating Certification according to the Basel 2000 Regulation: **A+**

Company authorised to carry out statutory activity under art. 643 of the Swiss Code of Obligations (FUSC 40-2453 of 22-27.02.2013 no. 7082140) and with share capital of CHF 1,000,000.00 (FUSC 95-6186 of 15-21.05.2013 no. 7194326) fully paid up in cash deposited with credit institutions subject to Federal Law of 08/11/1934 (RS 952.0) under art. 633 of the Swiss Code of Obligations (RU 1992/733-FF and 1983/II/713). It possesses the professionalism, integrity and independence requirements laid down by the Regulation implementing the Articles of Association of 05/11/2012, and solvency requirements as certified by the Department of Institutions Justice Division of the District of Lugano on 05/02/2013, subject to I.F.D. and I.C. ordinary criteria (DDC 25891 and CSI 273.1.001.1202) as established by the D.F.E. Taxation Division Bellinzona Tax Office on 31/01/2013. Certification of solvency no. 2016005040362 dated 19/12/2016 issued by the Enforcement Office of Lugano.

To be sent exclusively by registered mail

To the CLAIMS AND SETTLEMENTS OFFICE
at the Registered Office of Helvetian Guarantee Institute

Subject: **Request for Call on a Simple Guarantee**

The undersigned _____, born in _____ on _____,
in the capacity of legal representative of the company _____, with registered office in _____,
Tax Identification Number: _____,
Tel./Fax: _____ E-mail: _____,

hereby formally calls upon the simple guarantee deed no. _____, issued in favour of the
undersigned and having as contractor the company _____, with registered office in _____.

This call on the guarantee is requested for the amount of _____, and the following supporting
documentation evidencing the right to call upon the simple guarantee is attached hereto (please attach copies of the
contract, invoices, unpaid amounts, etc.).

It should be noted that Article 4 of the General Conditions of Guarantee governing the above-mentioned simple
guarantee deed provides as follows:

"The Company reserves the right, in the event of requests for call on the guarantee, to appoint professionals or professional
firms located in the country where the beneficiary has its registered office for the handling and settlement of the matter. In
such case, the Company shall notify the beneficiary by registered mail of the details of such professionals before whom the
matter will be handled. The costs of such additional service shall be borne exclusively by the Company."

We therefore remain awaiting your letter confirming the opening of the review of this claim.

We further provide below our bank details to which payment of the loss incurred may be made:

Bank: _____ Country: _____ City: _____ Branch: _____
Account holder: _____

IBAN code: _____ SWIFT code: _____

Yours faithfully,

Place and date: _____ Stamp and Signature: _____



Registered office in Chiasso, Switzerland, 6830, Via Livio, 14 - Grassi Building - Administrative Office: tel. 0041.912103290 - fax 0041.912103296 - secretariat@hgi-swiss.com
Commercial Service: tel. 0041.912103291 - commercial@hgi-swiss.com - Risk Office: tel. 0041.912103292 - risk@hgi-swiss.com - Settlements and Compensation
Service: tel. 0041.912103293 - claims@hgi-swiss.com - Accounting Service: tel. 0041.912103294 - fax 0041.912103297 - accounting@hgi-swiss.com
Legal Department: tel. 0041.912103295 - legal@hgi-swiss.com - Registered in the Trade Register of the Canton of Ticino: CH-501.3.017.066-5
Share Capital Swiss Francs 1,000,000.00 fully paid up - Provision for Credit Risks Euro 12,317,483.50 - IDI Identification: CHE-174.771.881
Representative Offices and Consultancy Offices in: Lugano, Warsaw, Amsterdam, Prague, Hannover, Vienna, London, Paris, Nantes, Lyon, Dusseldorf, Bucharest, Nicosia, Kampala

LEI Code: 984500ACEQ03EB3C1135

www.hgi-swiss.com

www.istitutoelvetico digaranzia.ch