

# NEW COLLECTION CASE - WORLD AGENCY

Version 2.0

## 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.se@eulerhermes.com](mailto:claims-collections.se@eulerhermes.com), or
- Send the form by post to Euler Hermes Sverige, Box 729, 101 34 Stockholm.

Date: 

## Information needed for the collection case handling

Please provide copies of the following documents, which are needed for the amicable collection process - 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
- Order confirmations
- Delivery confirmation, consignment note or similar
- Documentation for agreed interest rate
- 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 name		Address:			
Email:		Contact person:			
Phone no.:		Website:			
EH ID:		Your debtor ref. no.		CVR no./VAT*:	
Debtor's bank details:					

\*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					

## Information about the collection case:

Currency			Various fees:			
Dispute(s)?	Yes	No	Retention of title?	Yes	No	
Comments:						

Please also submit the case in EOLIS.

It is acknowledged that the above debt collection case is handled and settled according to the present terms and conditions of Euler Hermes. Following the debt collection department will make a claim on your behalf and settle with our claims department.

### Contact Euler Hermes

Euler Hermes Sverige filial  
 Sveavägen 98  
 Postadress:  
 Box 729  
 SE-101 34 Stockholm

Tel.: +46 8 555 136 00  
 contact.se@eulerhermes.com  
 www.eulerhermes.se  
 BNP Paribas: 9470-0024250  
 Bankgiro: 5974-5463

Registrerat i Bolagsverkets filialregister  
 Org.nr.: 516407-6233  
 Euler Hermes SA  
 Avenue des Arts 56  
 BE-1000 Bryssel  
 Reg.nr.: 0403.248.596 RPM Bryssel  
 Försäkringsbolag registrerat enligt kod 418