

MAIN DEADLINE MEMORANDUM

This is for information use only and shall not be used as a contractual document
(The dates mentioned below are the maximum allowable dates. If these expire,
'Euler Hermes Emporiki' has no obligation whatsoever)

DECLARATIONS –APPLICATIONS /DEADLINES

Credit Limit requests

(Article 4 of the General Conditions)

When you have a new or existing buyer to whom you are going to provide a credit limit that exceeds the credit limit approved for unspecified buyers.

Sales declarations.....

(Article 15 of the General Conditions)

Within the first fortnight of every month for the total sales or services provision amount of the previous month.

Grace period

(Article 9.1 of the General Conditions)

30 days from the expiry of the original credit period.

Grace period notification

(Articles 9.1 & 9.2 of the General Conditions)

Within the above-mentioned thirty (30) days period, unless the debt is lower than the amount specified in the Special Conditions.

Prorogation request

(Article 9.4 of the General Conditions)

30 days from the grace period expiry date or when you have reasons to believe that the credit period you have provided your buyer may exceed the maximum credit period specified in the Policy.

Second prorogation request

(Article 9.4 of the General Conditions)

30 days from the first extension expiry date.

CLAIM DECLARATION - UNPAID CLAIM STATEMENT OR COLLECTION APPLICATION

a) Proven insolvency

(Article 8.2.2 of the General Conditions)

As soon as you are informed about it or at the latest within thirty (30) days from the date of non payment confirmation.

b) Protracted default

(Article 8.2.1 of the General Conditions)

As soon as you are informed or at the latest within thirty (30) days from the grace period or extension(s) expiry date.

ASSIGNMENT TO EULER HERMES EMPORIKI SERVICES M.E.P.E. OF CLAIMS MANAGEMENT

(Article 11 of the General Conditions)

Upon signing the Credit Insurance Policy, the policy holder is called upon to decide whether to assign or undertake the responsibility of the management of claims.

CLAIM MANAGEMENT BY THE POLICY HOLDER OR THE INSURER

a) Proven insolvency

(Article 8.2.2 of the General Conditions)

The policy holder must inform the Insurance Company about the progress of the case and about any information or document concerning the claim procedure.

b) Protracted default

(Article 8.2.1 of the General Conditions)

The policy holder must inform the Insurance Company about the progress of the case and send all the relevant correspondence, brief and other evidence required by the latter.

DISCHARGE OF THE INSURER

- 30** days from the initial credit expiry date and 60 **(30+30)** days if there is a grace period declaration. (Article 9.4 of the General Conditions)
- 30** days from the expiry date or the extension(s). (Article 9.6 of the General Conditions)
- 30** days from the credit expiry date or credit extension date, if you have not submitted an "Unpaid Claim Statement" or "Collection Application". (Article 9.6 of the General Conditions)
- 30** days from the dispatch date of a registered letter by the Insurance Company concerning the non payment of premium or investigation fees. (Articles 17.4 & 18.5 of the General Conditions)
- If the Policy Holder violates the Credit Insurance Policy Conditions in any way, acts fraudulently or in case of gross negligence.** (Articles 21 & 25 of the General Conditions)

PREMIUM PAYMENT

- a) Information fees** (Article 18.5 of the General Conditions) A fortnight (15 days) from the submission of the relevant invoice.
- b) Premiums** (Article 17 of the General Conditions) A fortnight (15 days) from the submission of the relevant invoice.
- 1) Premium downpayment:** (Article 17.2 of the General Conditions) Upon the acceptance of the offer and signing of the Special Conditions.
- 2) Quarterly invoiced payments :** (Article 17.2ii of the General Conditions) Within fifteen (15) days from the date of issue of the relevant premium invoice.
- 3) Premium additional settlements :** (Article 17.3 of the General Conditions) Within fifteen (15) days from the date of issue of the relevant premium invoice
- 4) Prorogation invoice :** (Article 9.5 of the General Conditions) Within fifteen (15) days from the date of issue of the relevant premium invoice.

OTHER

- Credit limit reduction or cancellation.....:** (Article 4.1.3 of the General Conditions) Valid immediately after you get a written notification.

IDEMNIFICATION PAYMENT

- a) Proven insolvency :** (Article 13.1.b of the General Conditions) 30 days from the submission of a copy demonstrating the insolvency accompanied by a request from you regarding the total claim amount
- b) Protracted default :** (Article 13.1.a of the General Conditions) 3 months from the submission date to the Insurance Company of all the required, each time, information and support vouchers