



QUESTIONNAIRE FOR PREPARING TRADE CREDIT INSURANCE OFFER

1. COMPANY DATA:

Company: _____ Address: _____
Postal code: _____ City: _____
Country: _____ www: _____
Registration no: _____ VAT no: _____
Business activity: _____

2. CONTACT PERSON:

Name and Surname: _____ Function/Position: _____
E-mail: _____ Phone no: _____

3. SUBJECT OF INSURANCE (chose and fill in accordingly):

Number of all buyers with whom you do business on deferred payment: _____
Average effective payment (due date + delays, DSO): _____ days
Maximum contractual credit period stated on the invoice: _____ days
Do you currently use trade credit insurance: yes /no: until when: _____ with whom: _____

4. REVENUE WITH BUYERS WITH WHOM YOU DO BUSINESS ON DEFERRED PAYMENT

REVENUE	Domestic (EUR)	Export (EUR)	Total (EUR)
Current year			
Last year			
Year before last			

5. STRUCTURE OF BUYERS WITH WHOM YOU DO BUSINESS ON DEFERRED PAYMENT, BY COUNTRY

Country	Revenue in last year (EUR)	Revenue in current year (full year estimation) (EUR)	No. of buyers
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
Other			

6. TOP 6 BUYERS:

Buyer (name)	VAT no. / registration no.	Maximum balance of outstanding amount (EUR)	Yearly revenue (EUR)

7. NUMBER OF BUYERS ACCORDING TO CURRENT BALANCE OF OUTSTANDING AMOUNTS (due and undue on the last day of the month):

Balance per buyer	Number of buyers	Total balance of outstanding amount (EUR)
Up to EUR 500		
EUR 500 to EUR 10.000		
EUR 10.000 to EUR 50.000		
EUR 50.000 to EUR 100.000		
EUR 100.000 to EUR 500.000		
More than EUR 500.000		

8. NUMBER OF BUYERS AND AMOUNT OF UNPAID RECEIVABLES DUE TO BUYER'S INSOLVENCY (bankruptcy, compulsory settlement):

REVENUE	Domestic (EUR)	Export (EUR)	Total (EUR)
Current year			
Last year			
Year before last			

8.1 TOP 5 UNPAID RECEIVABLES (based on data from the table above):

Buyer (name)	VAT no. / registration no.	Amount of receivables (EUR)	Month and year of occurrence

9. DUAL-USE GOODS AND/OR MILITARY GOODS:

Dual-use goods are defined as industrial goods, software, technology and cryptology that are likely to be diverted from their intended (peaceful) use. Dual-use goods are therefore sensitive goods that are in most cases intended for civilian use, but which can be used for military purposes. The competent authorities must therefore authorise the export of such dual-use goods.

Type of goods or services to be insured:

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- If these goods or services are NOT dual-use goods and/or military goods, tick this box.
- If these goods or services are dual-use goods and/or military goods for which an export licence or other equivalent legal document is required by applicable laws and regulations, please confirm that you have obtained such a licence from the relevant authorities by ticking this box.

In case of single risk insurance, policyholders must provide Coface with the export licence or other equivalent legal document before accepting a new client.

For other Coface products, the export licence or other equivalent legal document must be provided before the indemnity is paid.

Coface reserves the right in any event to verify the validity of the licence depending on the nature of the goods and the country of destination to which the goods are exported.

Please note that Coface must be informed in the event that the nature of the goods or services involved has changed during the course of the business relationship and are now dual-use goods and/or military goods.

10. CONSENT TO THE PROCESSING OF PERSONAL DATA

I consent to the processing of the personal data referred to in point 2 of the questionnaire for:

- Sending you promotional material and to inform you of new developments in the offer, which may include tailored offers and other notifications via e-mail/email and/or telephone.
- Sending you invitations to events by email/mail and/or telephone.
- I consent to my data also being provided to other companies in the Coface Group for the purpose of marketing their products and services directly related to insurance business via email/email and/or telephone.
- Please choose all the above.

You may withdraw your consent, in whole or in part, at any time by one of the following means: by pressing the link in any e-mail you receive or by e-mail to marketing-slovenija@coface.com or in writing to COFACE, branch in Slovenia, Davčna ulica 1, 1000 Ljubljana.

COFACE, branch in Slovenia, Davčna ulica 1, 1000 Ljubljana, registration number: 9213635, VAT ID: SI 82180547 as a controller of personal data is obliged to comply with all applicable rules in the field of personal data protection. Personal data may be transferred to processors who process the collected personal data collected on our behalf (a list of processors can be obtained at any time by contacting us at gdp-r-si@coface.com or at the registered office of COFACE, branch in Slovenia). Personal data may also be transferred to other companies within the COFACE Group, whose parent company is Compagnie Francaise d'Assurance pour le Commerce Extérieur S.A., with its registered office at 1 Place Coste set Bellonte 92270 Bois-Colombes, France. For a complete up-to-date list of the companies in the COFACE Group, please contact the address above. Personal data is stored until the withdrawal of consent. You may withdraw your consent at any time without affecting the lawfulness of the data processing carried out on the basis of your consent up to the time of withdrawal. The same applies to the processing of personal data by other companies in the COFACE Group. We respect the following legally recognised rights: the right of access, whereby you can check with us whether and to what extent we process your personal data and for what purposes; the right of rectification, whereby you can obtain the rectification or updating of your personal data without undue delay; the right of erasure, whereby you can obtain the erasure of the personal data collected, and the right to restriction of processing, on the basis of which you can obtain the restriction of processing, i.e. the marking of the personal data selected in order to restrict their use in the future. You can exercise your rights by submitting a written request either to gdp-r-si@coface.com or to the registered office of COFACE, branch in Slovenia. If you consider that the processing of your personal data has infringed applicable law, you may lodge a complaint with the Information Commissioner (IC) either via gp.jp@jp-rs.si or at the IC's registered office located at Dunajski cesta 22, 1000 Ljubljana. The provision of personal data is not a statutory or contractual obligation or is not necessary for the conclusion of a contract. We do not perform automated decision-making. In processing personal data, we accept appropriate technical and organisational measures to ensure an adequate level of security.

By signing the questionnaire, we confirm that we have completed it conscientiously, that the information and statements are true and complete and that we have not omitted any fact which could influence the underwriting decision.

In _____, on _____ (stamp and signature)

Thank you for completing the questionnaire. Please return the signed questionnaire to us at info-si@coface.com or to your adviser. We will review your answers and get back to you as soon as possible.