

TradeCollect/TradeLegals Reimbursement Form

Trade Credit Underwriting Agency NZ Limited

Please email this form and all details required to tci_recovery@swissre.com

Name of Insured			
Policy number			
Debtor's name			
Debtor's ACN/ABN			
Total legal expenses incurred	\$	(exclusive of GST)	
Detailed breakdown of expenses:	Nature of expense	Amount \$ (ex GST)	GST amount \$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
Did you obtain a costs order in your favour?	Yes No	If 'Yes', please provide full details including any money received from the debtors for such costs.	
If 'Yes', how much?	\$		
Collection agent and/or solicitors used			
Date debt placed (dd/mm/yyyy)			
Amount claimed	\$		
We wish to seek reimbursement of our debt collection fees associated with the above loss that we have incurred. We attach evidence of all expenses incurred (e.g. invoices) along with confirmation of payment (e.g. statement or receipt) in endeavouring to collect the amount owed to us by the above debtor.			

Declaration of Insured and signature			
We authorise you to obtain any details from our collection agent and/or solicitors in relation to this matter. The information given herein and the attachments are to the best of our knowledge and belief true and correct in every particular.			
Full name of company			
Signature of authorised signatory		Date (dd/mm/yyyy)	
Name of authorised signatory			
Position in company			

Role of TCUANZ
Trade Credit Underwriting Agency NZ Limited (TCUANZ) (company no. 3978818), an entity of the Swiss Re Group, has been appointed as agent of QBE Insurance (Australia) Limited (the Insurer) to sell, arrange, issue and administer (including claims administration) trade credit insurance policies to which this form relates on behalf of the Insurer.

Privacy Notice

The insured authorises TCUANZ to collect, hold, use and disclose personal information that the insured provides to TCUANZ, or authorises TCUANZ to collect, (Personal Information) in accordance with the Privacy Act 2020 and TCUANZ's Privacy Statement available at <https://corporatesolutions.swissre.com/insurance-solutions/credit-surety.html> (Privacy Statement). TCUANZ's Privacy Statement includes details about the insured's rights to access and request correction of Personal Information. If the insured provides TCUANZ with, or authorises TCUANZ to collect, Personal Information about another individual (such as a representative), the insured confirms that the individual has authorised the insured to do so and is aware of TCUANZ's Privacy Statement, including the individual's right to access and request correction of their Personal Information.