

First Name \_\_\_\_\_

Company \_\_\_\_\_

Last Name \_\_\_\_\_

Email \_\_\_\_\_

## Could your business benefit from Recovery?

If your business has experienced any of the following, please tick all statements that apply:

- I lost a client and haven't been paid
- I have individual debtors currently over 90 days old
- I have written off debt in the last 3 years without any form of escalation
- I've had a commercial discussion didn't meet a satisfactory resolution
- I've decided not to pursue a legal dispute due to the potential time drain and/or large legal fees
- I have a current bad debt provision

## About the debtor

Name of Debtor \_\_\_\_\_

Email of Primary Contact \_\_\_\_\_

Name of Primary Contact \_\_\_\_\_

Phone of Primary Contact \_\_\_\_\_

Address of Debtor \_\_\_\_\_

## About the debt

What is the value of the debt? \_\_\_\_\_

Explain the background of the dispute. Try to include as much detail as possible.

What is the dispute concerning? Why has the debtor not settled their fees?

What steps have been taken to try and reclaim the funds owed?

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## Supporting documentation



The following documents need to accompany this form.

- ✓ Invoice. Provide the highest value invoice that is being disputed.
- ✓ Other supporting documents. Please provide any supporting documentation that may help your case (such as a contract, terms of business, proof of supply etc.)

## Declaration agreement

I/the claimant/creditor believe(s) that the facts in this form are true to the best of my/our information, knowledge and belief and I/we understand that the assessment of the merits of my/our case is based upon the information that I/we provide and a failure to provide all relevant information may prejudice the accuracy of that assessment.

We will use this form to assess the merits of your claim. In summary, you must:

- Disclose to Escalate Law Limited every material circumstance which you know or ought to know. Failing that, you must give the Insurer sufficient information to put a prudent insurer on notice that it needs to make further enquiries in order to reveal material circumstances. A matter is material if it would influence the judgement of a prudent insurer as to whether to accept the risk, or the terms of the insurance (including premium);
- Make this disclosure in a reasonably clear and accessible way; and
- Ensure that every material representation of fact is substantially correct, and that every material representation of expectation or belief is made in good faith. I/We declare that this proposal contains every material circumstance of which I/We are aware following a reasonable search and that the information contained in this proposal (including all attachments, if applicable) is substantially correct. I/We undertake to inform Escalate of any material alteration to the information contained in this proposal as may be necessary to comply with My/Our duty of fair presentation to us.

I agree