

## Filing of claims in insolvency proceedings

### Forderungsanmeldung im Insolvenzverfahren

Claims may only be filed with the insolvency administrator (trustee, fiduciary), not with the court. You should also read the court's leaflet on filing claims.

<b>Debtor (Schuldner):</b>	
<b>Insolvency court:</b>	<b>Court reference:</b>

<b>Creditor:</b> (Exact designation of the creditor with postal address (PO box address is not sufficient); <u>specify legal representatives</u> of companies)	<b>Creditor's representative:</b> (The creditor may appoint a lawyer at the former's discretion. Power of attorney must extend explicitly to the insolvency issues.)
<b>Contact:</b>	<b>Contact:</b>
<b>Phone:</b>	<b>Phone:</b>
<b>E-Mail:</b>	<b>E-Mail:</b>
	<b>Power for collection</b> <input type="checkbox"/> enclosed <input type="checkbox"/> will be sent promptly
<b>Business code:</b>	<b>Business code:</b>
<b>Bank Account (Creditor) for payments:</b>	<b>Bank Account (Creditor's representative) for payments:</b>
<b>Bank Account holder:</b>	<b>Bank Account holder:</b>
<b>Financial Institute:</b>	<b>Financial Institute:</b>
<b>IBAN:</b>	<b>IBAN:</b>
<b>BIC:</b>	<b>BIC:</b>
<b>Please state the bank's address if its registered office is outside the EU:</b>	<b>Please state the bank's address if its registered office is outside the EU:</b>

## Filed claims

Several main claims can be combined. Each must be detailed individually in an appendix.

<b>Main claim § 38 InsO</b> (estimated if necessary)	€
<b>Interest</b> , maximum up to the day prior to institution of the proceedings % on EURO since	€
<b>Costs</b> incurred prior to institution of proceedings.	€
<b>Total:</b>	€

**Reasons and detailed explanation of the claim** (e.g. goods delivered, rent, loan, repair work, wages, change, compensation).

**Preferential satisfaction** and simultaneous filing of elimination (Abgesonderte Befriedigung)

- Yes**, refer to enclosure for reasons  
 **No**

**This section should only be completed for proceedings concerning the assets of natural persons:**

**The filed claim is to be exempted from the discharge of residual debt pursuant to section 302 of the German Insolvency Code [Insolvenzordnung], for the following reason:**

- Yes**, the debtor's liabilities result
- from an intentionally committed tort;
  - from arrears of mandatory maintenance, which the debtor intentionally failed to pay despite being obliged to do so;
  - from a tax debtor-creditor relationship as the debtor has been convicted in this context by final judgment for a tax crime pursuant to sections 370, 373 or 374 of the German Fiscal Code [Abgabenordnung];

Please specify the facts supporting your justification of the aforementioned alternatives in a separate appendix, cf. section 174 subs. 2 InsO.

- No**

**Copies of the following documents are attached as proof of claims:**

.....  
(Place, Date)

.....  
(Signature and company stamp if applicable)

**Please also refer to the court's leaflet on filing claims.**