

## Filing of claims in insolvency proceedings

(Lower-ranking claims within the meaning of section 39 of the German Insolvency Code (InsO))

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

<b>Lower-ranking claim (§ 39 InsO)</b> These claims should only be filed if explicitly requested by the court (§ 174 (3) InsO). Check the applicable box to indicate the statutory rank. From third-level lower-ranking claims interest and costs must be indicated separately and assigned to the applicable main claim (cf. § 39 (3) InsO).	
1. <input type="checkbox"/> Lower ranking, Section 39 (1) No.1	€
2. <input type="checkbox"/> Lower ranking, Section 39 (1) No.2	€
3. <input type="checkbox"/> Lower ranking, Section 39 (1) No.3	€
<b>Interest</b> , Section 39 (3) lower ranking 3	€
<b>Costs</b> , Section 39 (3) lower ranking 3	€
4. <input type="checkbox"/> Lower ranking, Section 39 (1) No.4	€
<b>Interest</b> , Section 39 (3) lower ranking 4	€
<b>Costs</b> , Section 39 (3) lower ranking 4	€
5. <input type="checkbox"/> Lower ranking, Section 39 (1) No.5	€
<b>Interest</b> , Section 39 (3) lower ranking 5	€
<b>Costs</b> , Section 39 (3) lower ranking 5	€
6. <input type="checkbox"/> Lower ranking, Section 39 (2)	€
<b>Interest</b> , Section 39 (3) lower ranking 6	€
<b>Costs</b> , Section 39 (3) lower ranking 6	€
<b>Total lower-ranking claims</b>	<b>€</b>

**Reasons and detailed explanation of the claims:**

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

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(Place, Date) (Signature and company stamp if applicable)

**Lower-ranking claims within the meaning of section 39 of the German Insolvency Code (InsO):**

1. The interest and penalties for late payment accruing on the claims of the insolvency creditors from the opening of the insolvency proceedings;
2. The costs incurred by individual insolvency creditors due to their participation in the proceedings;
3. Fines, regulatory fines, coercive fines and administrative fines, as well as such incidental legal consequences of a criminal or administrative offence binding the debtor to pay money;
4. Claims to the debtor's gratuitous performance of a consideration;
5. Pursuant to subsections (4) and (5) claims for restitution of a loan replacing equity capital or claims resulting from legal transactions corresponding in economic terms to such a loan.