

Filing of claims in insolvency proceedings

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.

Debtor	
Insolvency court:	Reference:

<p>Creditor</p> <p>Exact designation of the creditor with postal address; specify legal representatives of companies.</p>	<p>Creditor's representative</p> <p>The creditor may appoint a lawyer at the former's discretion. Power of attorney must extend explicitly to the insolvency issues.</p> <p><input type="checkbox"/> Power of attorney enclosed or will be sent promptly</p>
Business code:	Business code:

Filed claims

Each permanent claim must be stated separately. If there is not enough space on this form, more claims can be attached and detailed as specified in the following:

Highest ranking main claim § 38 InsO (estimated if necessary)	€
Interest , maximum up to the day prior to institution of the proceedings % out of € since	€
Costs incurred prior to institution of proceedings	€
Total:	€

Second highest ranking main claim § 38 InsO (estimated if necessary)	€
Interest , maximum up to the day prior to institution of the proceedings % out of € since	€
Costs , incurred prior to institution of proceedings	€
Total:	€

Lower-ranking claim (§ 39 InsO)

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 interests and costs must be indicated separately and assigned to the applicable main claim (cf. § 39, 3 InsO).

1	<input type="checkbox"/> Lower ranking § 39, 1 No. 1	€
2	<input type="checkbox"/> Lower ranking § 39, 1 No. 2	€
3	<input type="checkbox"/> Lower ranking § 39, 1 No. 3	€
4	<input type="checkbox"/> Lower ranking § 39, 1 No. 4	€
5	<input type="checkbox"/> Lower ranking § 39, 1 No. 5	€
6	<input type="checkbox"/> Lower ranking § 39, 1 No. 2	€
	Interest (§ 39 Abs. 3) lower rankings 3 – 4 – 5 – 6	€
	Costs (§ 39 Abs. 3) lower rankings 3 – 4 – 5 – 6	€
	Total lower ranking claims	€

Preferential satisfaction and simultaneous filing of elimination.

Yes, refer to enclosure for reasons

No

The claim lodged should be excluded from residual debt discharge § 302 InsO (only in case of judicial announcement of residual debt discharge):

= Yes, the facts which show that from creditor's point of view the claim lodged based on

- = an unauthorized intentional act committed by the debtor;
- = an intentional violation of legal maintenance obligation in despite of financial standing;
- = a fiscal debt and the debtor has been convicted of tax offences referred to Sections 370, 373 or 374 AO;

are described and stated in detail in the attachment. (§ 174, 2 InsO).

= No

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

Documents substantiating the claims are enclosed (title only in copy).

.....
(Place)
applicable)

(Date)

(Signature – and company stamp if applicable)

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