



To : Director-General of Trade and Industry,  
Government of the Hong Kong Special Administrative Region <sup>(Note 1)</sup>

**Small and Medium Enterprises (SME) Loan Guarantee Scheme –  
Payment Request Form for Business Installations and Equipment Loan Guarantee/  
Associated Working Capital Loan Guarantee**

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Pursuant to Clause 4 of the Deed dated 31 March 2003 signed between  
ABC BANK (Name of Lender)

and the Government of the Hong Kong Special Administrative Region (HKSARG), I/we hereby on behalf of the Lender request HKSARG to make a payment under the following Guarantee :

**(A) DETAILS OF GUARANTEE**

(1) Borrower's Name and Address : One Two Three Company Limited  
Rm 123, 10/F, East Bldg.,  
111 Lucky Road,  
Hong Kong

(2) Borrower's Business Registration No. : 12345678-000

**(i) Guarantee with respect to the Business Installations and Equipment Facility –**

(3) Guarantee Ref. No. : 0123456M

(4) Starting Date of Guarantee : 14/12/2007 (dd/mm/yy)

(5) Starting Date of the Business Installations and Equipment Facility : 14/12/2007 (dd/mm/yy)

(6) Expiry Date of Guarantee : 13/12/2010 (dd/mm/yy)

(7) Date of Default : 14/01/2009 (dd/mm/yy)

(8) Guarantee Limit (HK\$) : 900,000.00

(9) Risk Sharing Factor (%) : 45

**(ii) Guarantee with respect to the Associated Working Capital Facility <sup>(Note 2)</sup> –**

(10) Guarantee Ref. No. : 0123456W

(11) Starting Date of Guarantee : 14/12/2007 (dd/mm/yy)

(12) Starting Date of the Associated Working Capital Facility : 14/12/2007 (dd/mm/yy)

(13) Expiry Date of Guarantee : 13/12/2009 (dd/mm/yy)

(14) Date of Default : 14/01/2009 (dd/mm/yy)

(15) Guarantee Limit (HK\$) : 450,000.00

(16) Risk Sharing Factor (%) : 45

**(B) DETAILS OF INDEBTEDNESS**

**(i) Guarantee with respect to the Business Installations and Equipment Facility –**

- (1) Facility Type of the :  Term loan through one single drawdown  
 Installations/Equipment Facility  Term loan by multiple drawdown  
 Hire-purchase  
 Others : \_\_\_\_\_ (please specify)
- (2) Approved Original Principal Amount/  
 Maximum Indebtedness (HK\$) : 2,000,000.00
- (3) Designated Bank Account or  
 Sub-Account No. : 800-123456-123-A
- (4) Movement of the Designated Bank Account No. or Sub-Account No. :

*(Please attach separate sheet(s) if the space below is insufficient)*

Drawdown by Borrower		Payment received from Borrower (including, among others, general proceeds received after the date of default except for those realised from Security covered in Part C and from the business installation(s) and equipment acquired under the Scheme covered in Part D below)		
Date (dd/mm/yy)	Amount (HK\$) (a)	Date (dd/mm/yy)	Principal (HK\$) (b)	Interest and Charges (HK\$)
14/12/2007	2,000,000.00	14/12/2007	51,000.00	9,000.00
		14/01/2008	51,050.00	8,950.00
		14/02/2008	51,100.00	8,900.00
		14/03/2008	51,150.00	8,850.00
		14/04/2008	51,200.00	8,800.00
		15/05/2008	51,250.00	8,750.00
		14/06/2008	51,300.00	8,700.00
		14/07/2008	51,350.00	8,650.00
		14/08/2008	51,400.00	8,600.00
		18/09/2008	51,450.00	8,550.00
		14/10/2008	51,500.00	8,500.00
		14/11/2008	51,550.00	8,450.00
		14/12/2008	51,600.00	8,400.00
		10/04/2009	1,000.05	0.00
		14/04/2009	2,000.50	0.00
		04/05/2009	1,500.00	0.00
<i>Total (a) :</i>	2,000,000.00	<i>Total (b) :</i>	671,400.55	
<b>Amount of outstanding principal due over 60 days = (a) – (b) = HK\$</b>				<b>1,328,599.45</b>

**(ii) Guarantee with respect to the Associated Working Capital Facility** <sup>(Note 2)</sup> –

- (1) Facility Type of the Working Capital Facility :  Term loan  
 Credit Line  
 Others \_\_\_\_\_ (please specify)
- (2) Approved Original Principal Amount/  
 Maximum Indebtedness (HK\$) : 1,000,000.00
- (3) Designated Bank Account or Sub-Account No. : 800-123456-123-B
- (4) Movement of the Designated Bank Account No. or Sub-Account No. :

*(Please attach separate sheet(s) if the space below is insufficient)*

Drawdown by Borrower		Payment received from Borrower (including, among others, general proceeds received after the date of default except for those realised from Security covered in Part C and from the business installation(s) and equipment acquired under the Scheme covered in Part D below)		
Date	Amount (HK\$) (a)	Date	Principal (HK\$) (b)	Interest and Charges (HK\$)
14/12/2007	1,000,000.00	14/12/2007	40,000.00	5,000.00
		14/01/2008	40,050.00	4,950.00
		14/02/2008	40,100.00	4,900.00
		14/03/2008	40,150.00	4,850.00
		14/04/2008	40,200.00	4,800.00
		15/05/2008	40,250.00	4,750.00
		14/06/2008	40,300.00	4,700.00
		14/07/2008	40,350.00	4,650.00
		14/08/2008	40,400.00	4,600.00
		18/09/2008	40,450.00	4,550.00
		14/10/2008	40,500.00	4,500.00
		14/11/2008	40,550.00	4,450.00
		14/12/2008	40,600.00	4,400.00
		10/04/2009	1,000.05	0.00
		14/04/2009	2,000.50	0.00
		04/05/2009	1,500.00	0.00
<b>Total (a) :</b> 1,000,000.00		<b>Total (b) :</b> 528,400.55		
<b>Amount of outstanding principal due over 60 days = (a) – (b) = HK\$ 471,599.45</b>				

**(C) PROCEEDS REALISED FROM SECURITY**

**(i) Guarantee with respect to the Business Installations and Equipment Facility –**

*(Please attach separate sheet(s) if the space below is insufficient)*

Details of security (e.g. business installation(s) and equipment and property pledged to the facility, proceeds from guarantor, etc.)	Action taken or to be taken to realise the security	Amount of proceeds realised (HK\$)
Nil	Nil	Nil
<b>Total amount of proceeds from realisation of security = HK\$ 0.00</b>		

**(ii) Guarantee with respect to the Associated Working Capital Facility <sup>(Note 2)</sup> –**

*(Please attach separate sheet(s) if the space below is insufficient)*

Details of security (e.g. business installation(s) and equipment and property pledged to the facility, proceeds from guarantor, etc.)	Action taken or to be taken to realise the security	Amount of proceeds realised (HK\$)
Nil	Nil	Nil
<b>Total amount of proceeds from realisation of security = HK\$ 0.00</b>		

**(D) PROCEEDS REALISED FROM THE BUSINESS INSTALLATION(S) AND EQUIPMENT ACQUIRED UNDER THE SCHEME**  
(if the installation(s)/equipment is/are not specifically assigned as a security of the Facility)

Details of business installation(s) and equipment	Action taken or to be taken to realise the business installation(s) and equipment	Amount of proceeds realised (HK\$)
Nil	Nil	Nil
<b>Total amount of proceeds from realisation of the business installation(s) and equipment = HK\$ 0.00</b>		

**(E) AMOUNT OF PAYMENT UNDER REQUEST**

	(a) Gross Amount (HK\$)		(b) <sup>(Note 3)</sup> Amount to be shared by HKSARG (HK\$)	
	Business Installations and Equipment Facility (i)	Associated Working Capital Facility (ii)	Business Installations and Equipment Facility (i)	Associated Working Capital Facility (ii)
(1) Outstanding principal (specified in Section B(i) and (ii))	1,328,599.45	471,599.45	597,869.75	212,219.75
(2) Proceeds from realisation of security (specified in Section C(i) and (ii))	0.00	0.00	0.00	0.00
(3) Proceeds from realisation of business installation(s) and equipment (specified in Section D)	0.00	0.00	0.00	0.00
<b>(4) Total = (1) – (2) – (3)</b>	<b>1,328,599.45</b>	<b>471,599.45</b>	<b>597,869.75</b>	<b>212,219.75</b>

**(F) OTHER INFORMATION**

- (1) Whether the Facility/Facilities under the Scheme is/are covered by any all monies clause between the Borrower and the Lender :

Yes  No

- (2) Supporting Documents :

Requisite documents as listed under Part III of the prevailing “General Guidelines on Submission of Default Claim” issued by TID and available at [http://www.smefund.tid.gov.hk/english/sgs/sgs\\_form.html#dtl0102](http://www.smefund.tid.gov.hk/english/sgs/sgs_form.html#dtl0102). Please note that the default claim can only be processed when all the requisite documents have been provided.

- (3) Actions taken and/or planned to be taken to recover indebtedness from the Borrower or any other person(s):

Writ of Summons would be served on the Borrower and the guarantors. Relevant correspondence is attached.

Legal action against the PRC factory on the repossession of the machinery is underway. Relevant correspondence is attached.

**(G) DECLARATION OF LENDER**

I /We declare that :

- (1) the information contained herein is true, accurate and complete;
- (2) I/we have fulfilled all Lender’s obligations under the Deed for the SME Loan Guarantee Scheme – For Business Installations and Equipment Loans and Associated Working Capital Loans;
- (3) all obligations and liabilities on HKSARG’s part under or in connection with the Guarantee(s) specified in Part A are terminated and deemed absolutely discharged upon receipt of the payment under request; and
- (4) I/we (a) \*have/have not released the Borrower from any repayment obligations or entered into a binding arrangement with the Borrower to give it time in complying with its repayment obligations; (b) \*have/have not agreed with the Borrower to vary the terms of the Facility in a way that is not self-evidently insubstantial; (c) \*have/have not agreed with the Borrower to vary the terms in any way that is prejudicial to the Government; or (d) \*have/have not released any security or collateral that we hold for the Facility.

(\* Please delete as appropriate. Please read the declaration carefully. Making a false declaration will have legal consequences.)

Lender’s Name : ABC Bank

Branch (if applicable) : Mongkok Branch

Address : 900 Nathan Road Kowloon

Contact Person : Miss Mary Chan Telephone No. : 3333 3333

Signed for and on behalf of the Lender by its authorised officer,

CHEUNG  
(Signature)

CHEUNG TAI MING  
(Name) (Print)

VICE PRESIDENT  
(Position)

✻  
(Company Chop)

30 June 2009  
(Date) (dd/mm/yy)

Note 1 : Completed form should be sent to the Director-General of Trade and Industry –

By post/in person : SME Loan Guarantee Scheme Section  
15/F, Trade and Industry Tower,  
3 Concorde Road, Kowloon City, Hong Kong

Mondays – Fridays : 8:45 a.m. – 12:30 p.m.  
1:30 p.m. – 5:45 p.m.

By Fax : (852) 2396 5067

Note 2 : Please leave this part blank if it is not applicable.

Note 3 : (b) = (a) multiplied by the Risk Sharing Factor.