



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

**Special Loan Guarantee Scheme –
Payment Request Form for Special Loan Guarantee**

Pursuant to the Deed dated _____, the Supplemental Deed dated _____
and the Second Supplemental Deed dated _____
signed between _____ (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 : _____

- (2) Borrower's Business
Registration No. : _____
- (3) Guarantee Ref. No. : _____
- (4) Starting Date of Guarantee : _____ (dd/mm/yy)
- (5) Starting Date of Facility : _____ (dd/mm/yy)
- (6) Expiry Date of Guarantee : _____ (dd/mm/yy)
- (7) Date of Default : _____ (dd/mm/yy)
- (8) Guarantee Limit (HK\$) : _____
- (9) Risk Sharing Factor (%) : _____

(B) DETAILS OF INDEBTEDNESS

- (1) Facility Type : Term loan through one single drawdown
 Term loan by multiple drawdown
 Revolving credit line, in the form of:
 overdraft facility
 trade finance related facility
 others
 Others : _____ (please specify)
- (2) Approved Original Principal Amount/
 Maximum Indebtedness (HK\$) : _____
- (3) Designated Bank Account or
 Sub-Account No. : _____
- (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 below)		
Date (dd/mm/yy)	Amount (HK\$) (a)	Date (dd/mm/yy)	Principal (HK\$) (b)	Interest and Charges (HK\$)
<i>Total (a) :</i>		<i>Total (b) :</i>		
Amount of outstanding principal due over 60 days = (a) – (b) = HK\$				

(C) PROCEEDS REALISED FROM SECURITY

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

Details of security (e.g. property pledged to the facility, proceeds from guarantor, etc.)	Action taken or to be taken to realise the security	Amount of proceeds realised (HK\$)
Total amount of proceeds from realisation of security = HK\$		

(D) AMOUNT OF PAYMENT UNDER REQUEST

	(a) Gross Amount (HK\$)	(b) ^(Note 2) Amount to be shared by HKSARG (HK\$)
(1) Outstanding principal (specified in Section B)		
(2) Proceeds from realisation of security (specified in Section C)		
(3) Total = (1) – (2)		

(E) 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 https://www.smefund.tid.gov.hk/english/spgs/spgs_form.html#dtl0101. 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) :

(F) 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, the Supplemental Deed and the Second Supplemental Deed for the Special Loan Guarantee Scheme;
- (3) all obligations and liabilities on HKSARG’s part under or in connection with the Guarantee 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 : _____

Branch (if applicable) : _____

Address : _____

Contact Person : _____

Telephone No. : _____ Fax No. : _____

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

(Signature)

(Name) (Print)

(Position)

(Company Chop)

(Date) (dd/mm/yy)

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

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

Monday – Friday : 8:45 a.m. – 12:30 p.m.
1:30 p.m. – 5:45 p.m.

By Fax : (852) 3741 2177

Note 2 : (b) = (a) multiplied by the risk sharing factor.