

## Case Summary (案情简介)

Creditor's Name(债权公司名称):		Contact (联系人):
Phone (电话):	Fax (传真):	Email:

Debtor's Name (债务公司名称):		Debtor's Country (债务所在国家):
Contract Amount (原始合同金额):		Oldest Invoice Date (最早发票日期):
Claim Amount: (追索标的总额)	Payments (已付款总额):	Sales Term (合同结算方式):
	Balance of Claim (应追讨索赔总额):	Debtor's Bank Info: (债务人银行信息) <input type="checkbox"/> Yes(有) <input type="checkbox"/> No(无)

Why does Debtor default his/her payments (债务人付款理由)?	<input type="checkbox"/> Quality (货物质量问题)	<input type="checkbox"/> Quantity (货物数量问题)	<input type="checkbox"/> Shipment (交货期纠纷)	<input type="checkbox"/> Other Disputes (其他请说明)
	<input type="checkbox"/> Admit debts (承认债务事实)	<input type="checkbox"/> Don't want pay (不愿意付款)	<input type="checkbox"/> Unable to pay (无力支付)	
Debtor's current status (债务公司现状):	<input type="checkbox"/> Still in business (仍在营业)	<input type="checkbox"/> Operate normally (正常营运)	<input type="checkbox"/> Bankruptcy (法庭破产)	<input type="checkbox"/> Unknown, Last Contact: (不清楚, 最后一次联系日期)
	<input type="checkbox"/> Closed business (停止营业)	<input type="checkbox"/> No operation (停止运作)	<input type="checkbox"/> Name changed (改换公司名称)	
Did Debtor make any payments (债务人是否有过还款行动)?	<input type="checkbox"/> No (无)	Last Payment: (说明最后付款方式和日期)	Credit report on Debtor: (有没有债务公司的资信报告)	<input type="checkbox"/> No (无) <input type="checkbox"/> Need to order one (需要订购债务人调查报告)
	<input type="checkbox"/> Yes (有)		<input type="checkbox"/> Yes (有) Year (哪年的报告):	
Debtor's personal guaranty (债务人是是否有书面的担保函)?	<input type="checkbox"/> No (无)	<input type="checkbox"/> Yes (有) Explain (请具体说明):		
Debtor's settlement agreement (债务人是否有还款承诺或还款计划书)?	<input type="checkbox"/> No (无)	<input type="checkbox"/> Yes (有) Explain (请具体说明):		

Please describe any in-house collection effort you have made (本案自行追讨的过程简述):	
Did you place this claim with other 3 <sup>rd</sup> party including attorneys for collection? If so, please explain (本案是否曾委托其他公司或律师进行过追索?请简述过程和结果):	
If Debtor is not located, do you want us to conduct further investigation on the debtor? (如果贵司提供的全部债务人联络方式均无效, 贵司愿意做调查吗?)	<input type="checkbox"/> Yes (愿意) <input type="checkbox"/> No, Why (不愿意, 说明):
If Debtor is not cooperative, do you want to sue the debtor and support the case? (通过友好追讨, 如果债务人拒绝合作, 贵司会起诉债务人, 并全力支持诉讼的全过程吗?)	<input type="checkbox"/> Yes (会) <input type="checkbox"/> No, Why (不会, 说明):

Check all the supporting documents you have (请勾出以下你可以提供的文件):					
<input type="checkbox"/> Original Order (原始订单或合约)	<input type="checkbox"/> Invoices (发票)	<input type="checkbox"/> Original B/E (原始汇票)	<input type="checkbox"/> Correspondence (来往信函)	<input type="checkbox"/> Settlement Agt. (还款协议)	<input type="checkbox"/> NSF Check (存款不足支票)
<input type="checkbox"/> Pers. Guaranty (债务人个人担保)	<input type="checkbox"/> Credit App. (信用申请)	<input type="checkbox"/> Credit Reports (资信报告)	<input type="checkbox"/> Arbitration Award (仲裁裁决)	<input type="checkbox"/> Judgment (司法裁决)	<input type="checkbox"/> Subrogation Agt. (权益转让书)
<input type="checkbox"/> I need CR's free claim evaluation report (我们需要对本案件免费的审阅报告)	Applicant Signature: (填表人并签字)			Date: (日期)	

Please submit this form to CR's local representative at 86-21-5115-9068, we will evaluate your claim and assist you to meet your needs on int'l collections. (提交此表, 传真至 021-5298-7162, 向 ABC 索取对本案件的审阅报告, 以帮助你了解债权质量, 提供专业处理建议。所有信息将被保密。)