



## Export-Import Bank of the United States

### APPLICATION FOR FINANCIAL INSTITUTION SHORT-TERM, SINGLE-BUYER INSURANCE

This application is to be completed by a financial institution (or a broker acting on its behalf) in order to obtain a short-term insurance policy covering transactions to a single foreign buyer. Repayment terms can be up to 360 days.

An online version of this application is available on Ex-Im Bank's web site. Ex-Im Bank encourages customers to apply online, as it will facilitate our review and allow customers a faster response time. Additional information on how to apply for Ex-Im Bank insurance can be found at Ex-Im's web site <http://www.exim.gov>.

Send this completed application to Ex-Im Bank, 811 Vermont Ave NW, Washington, D.C. 20571. Ex-Im Bank will also accept e-mailed pdf and faxed applications. Ex-Im Bank will not require the originals of these applications to be mailed. The application must be PDF scans of original applications and all required attachments. (Fax number 202.565.3380, e-mail [exim.applications@exim.gov](mailto:exim.applications@exim.gov))

### APPLICATION FORM

#### Applicant/Lender

The applicant is the financial institution that extends the Ex-Im Bank insured loan to the buyer.

Applicant legal name: \_\_\_\_\_ State: \_\_\_\_\_

Contact person: \_\_\_\_\_ Country: \_\_\_\_\_

Position title: \_\_\_\_\_ E-mail: \_\_\_\_\_

Street Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Fax: \_\_\_\_\_

#### Broker (if applicable):

Name of Broker: \_\_\_\_\_

Ex-Im Bank Broker #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

### 1. GENERAL QUESTIONS

#### A. Coverage Types Requested

Risk coverage

- Comprehensive Risk  
 Political Risk

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Type of credit

- Buyer credit (based on applicant's relationship with the buyer or guarantor)
- Supplier credit (based on the applicant's relationship with the exporter or supplier)

Is this a resubmission of a previously withdrawn, returned or denied application, or a renewal for an existing policy?

- Yes
- No

If yes, indicate previous transaction number: \_\_\_\_\_

**B. Primary Reason for applying for this policy**

- Risk Mitigation
- Financing
- To offer more competitive terms

**C. Primary point of contact for this applicant/application**

- Lender
- Broker

**2. SPECIAL COVERAGES**

Check the boxes for the special coverages that apply to this transaction. Complete and attach the requested forms, where applicable.

<input type="checkbox"/> Shipment to address in the U.S.	<input type="checkbox"/> Services	<input type="checkbox"/> Additional Named Insured Attachment III - ANI required
<input type="checkbox"/> Foreign Currency Coverage -indicate currency _____ - currency of supply contract <input type="checkbox"/> US dollar <input type="checkbox"/> foreign currency	<input type="checkbox"/> Bulk Agriculture	<input type="checkbox"/> Documentary Cover (question applicable only to supplier credits) Attachment II required
<input type="checkbox"/> Warehouse – Attachment IV Required	<input type="checkbox"/> Other	

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**3. PARTICIPANTS**

Provide information on the additional participants to the transaction.

**Exporter**

The exporter is the U.S. entity that contracts with the buyer for the sale of the U.S. goods and services.

Items marked with an asterisk (\*) are required fields. Under corporate ownership, provide name of ultimate parent company, if there is a corporate owner. For number of employees and sales volume, aggregate for the company and all its affiliates<sup>2</sup>, including corporate owners and subsidiaries.

\* Exporter's legal name: \_\_\_\_\_

Tradestyle: \_\_\_\_\_ \* Corporate Ownership: \_\_\_\_\_

\* Street Address: \_\_\_\_\_

\* City: \_\_\_\_\_ \* State: \_\_\_\_\_ \* Zip + 4: \_\_\_\_\_

\* Primary Industry NAICS<sup>1</sup>: \_\_\_\_\_ \* Country: \_\_\_\_\_

\* Does the Exporter have any affiliates<sup>2</sup>?  Yes  No

\* Total Number of Employees: \_\_\_\_\_ \* Annual Sales Volume: \_\_\_\_\_

Contact person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Position title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\* Woman-Owned:  Yes  No  Foreign-owned  U.S. owned

\* Minority-Owned:  Yes  No  Foreign-owned  U.S. owned

\* Veteran-Owned:  Yes  No  Foreign-owned  U.S. owned

**Supplier**

The supplier is the U.S. entity that manufactures the goods and/or performs the services to be exported. Check  if the exporter is the supplier and there are no additional suppliers. Enter any additional suppliers, or check  various:

\* Supplier's legal name: \_\_\_\_\_

Tradestyle: \_\_\_\_\_ \* Corporate Ownership: \_\_\_\_\_

\* Street Address: \_\_\_\_\_

\* City: \_\_\_\_\_ \* State: \_\_\_\_\_ \* Zip + 4: \_\_\_\_\_

\* Primary Industry NAICS<sup>1</sup>: \_\_\_\_\_ \* Country: \_\_\_\_\_

\* Does the Supplier have any affiliates<sup>2</sup>?  Yes  No

\* Total Number of Employees: \_\_\_\_\_ \* Annual Sales Volume: \_\_\_\_\_

Contact person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Position title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\* Woman-Owned:  Yes  No  Foreign-owned  U.S. owned

\* Minority-Owned:  Yes  No  Foreign-owned  U.S. owned

\* Veteran-Owned:  Yes  No  Foreign-owned  U.S. owned

<sup>1</sup> A company's Primary Industry NAICS codes is the NAICS that accounts for the largest share of sales for the most recently completed fiscal year. The full definition of "primary industry" is set forth at 13 C.F.R. § 121.107.

<sup>2</sup> Affiliations exist when one individual or entity controls or has the power to control another or when a third party or parties control or have the power to control both. Factors such as common ownership, common management, previous relationships with or ties to another entity, and contractual relationships may cause affiliation. The complete definition of affiliation is found at 13 C.F.R. § 121.103.

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### Buyer

The buyer is the entity that contracts with the exporter for the purchase of U.S. goods and services.

Buyer legal name:	Postal Code:
Contact person:	Country:
Position title:	E-mail:
Street Address:	Phone:
City:	Fax:

### Guarantor

The guarantor is the person or entity that agrees to repay the credit if the buyer does not. Refer to the short-term credit standards to determine in what circumstances personal or corporate guarantors are required.

Is a guarantor involved in this transaction? Yes  No

If yes, is the guarantor  an individual or  a company?

Guarantor legal name:	
Contact person:	Country:
	E-mail:
Position title:	
	Phone:
Street Address:	
	Fax:
City:	Postal Code:

### End-user

The end-user is the foreign entity that uses the U.S. goods and services:

Check if the end-user is also the buyer.

End-user legal name:	Province :	
Contact person:	Country:	
Position title:	E-mail:	
Street Address:	Phone:	
City:	Postal Code:	Fax:

### Agent:

An agent is a business entity or individual located in the country of the borrower or buyer who has assisted in the sourcing, packaging, and/or preparation of a request for support from Ex-Im Bank, and which will receive compensation in some form for their services.

Is an agent involved in this transaction? yes  no

If yes, add the agent information below:

Agent legal name:	Province :	
Contact person:	Country:	
Position title:	E-mail:	
Street Address:	Phone:	
City:	Postal Code:	Fax:

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**Related Parties**

Describe any direct or indirect ownership or family relationship that exists between any of the participants. If none, so indicate:

None.

**Primary Source of Repayment (PSOR)**

The PSOR is the entity whose financial statements form the basis of Ex-Im Bank's evaluation of reasonable assurance of repayment, i.e. the entity whose financial statements Ex-Im Bank uses to supply calculate the ratios for short-term credit standards compliance. For this transaction, indicate whether the PSOR is:

the buyer,

the corporate guarantor, or

business combination, (e.g. the consolidated or combined financial statements of the buyer and one or more corporate guarantors.). If business combination, indicate which entities comprise the combination \_\_\_\_\_

Is the PSOR a financial institution?      Yes  No

Select the risk category:      Private sector  Public sector

Does the PSOR have a bond rating?      Yes  No

If yes, indicate the name of the rating agency, rating, and the date of the rating.

**4. TRANSACTION DESCRIPTION AND ELIGIBILITY**

Provide a description of the products or service, including their NAICs code, if known:

Answer the following questions about the products or services.

Is each product produced or manufactured in the United States?      yes  no

Are these products on the munitions control list?      yes  no

Are the products new or used?      new  used

Are the products capital goods that will be used to produce exportable products? yes  no

If yes, provide an explanation: \_\_\_\_\_

Has this transaction been considered by any other export credit insurer?      yes  no

If yes, provide an explanation: \_\_\_\_\_

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**5. FINANCED AMOUNTS AND STRUCTURE**

Enter the %s for each payment term the exporter will extend to the buyer

Payment terms requested		(number of days)						
Payment type	Sight	Up to 30	Up to 60	Up to 90	Up to 120	Up to 180	Up to 270	Up to 360
Cash								
Against Documents								
Sight Draft Documents								
Against Payment								
Sight Draft Documents								
Against Acceptance								
Open Acct.								
Prom Note								

Enter the details of the transaction below:

- This application is for:  Single financing  
 Revolving line
- Indicate whether:  the transaction is still being negotiated  
 the financing mandate has been received

Credit Limit requested: \$ \_\_\_\_\_

Requested effective date: \_\_\_\_\_

**6. CREDIT INFORMATION ON THE PSOR**

The information requested in Attachment I: Credit Information is attached.

**7. CERTIFICATIONS AND NOTICES**

**The Applicant** (hereafter “Applicant” or “it”) **CERTIFIES, ACKNOWLEDGES and COVENANTS** to the **Export-Import Bank of the United States** (hereafter “Ex-Im Bank”) that to the best of Applicant’s knowledge and belief, after due diligence, the statements set forth below are true and correct. Any reference below to “this transaction” shall refer to either the individual transaction or the Ex-Im Bank program or Insurance Policy that is the subject of the application, as appropriate.

- A.** Neither Applicant, nor any of its Principals (as defined in the Debarment Regulations identified below), has, within the past 3 years, been:
- 1) debarred, suspended, declared ineligible from participating in, or voluntarily excluded from participation in a Covered Transaction (as defined in the Ex-Im Bank and Government-wide debarment regulations, found at 2 CFR Part 3513 and 2 CFR Part 180, respectively) (collectively the “Debarment Regulations”);
  - 2) formally proposed for debarment from participating in a Covered Transaction, with a final determination still pending;
  - 3) indicted, convicted or had a civil judgment rendered against it for any conduct or offenses described at 2 CFR § 180.800 in the Debarment Regulations;
  - 4) delinquent on any amounts due and owing to the U.S. Government or its agencies or instrumentalities as of the date of execution of this certification; or
  - 5) listed on any of the publically available debarment lists of the following international financial institutions: the World Bank Group; the African Development Bank; the Asian Development Bank; the European Bank for Reconstruction and Development, and the Inter-American Development Bank;

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or

the Applicant has received a written statement of exception from Ex-Im Bank attached to this certification, permitting acceptance of this application notwithstanding an inability to make all of the certifications in clauses 1) through 5) of this section A.

- B.** Applicant has conducted and will conduct reasonable due diligence in connection with this transaction, including checking the **System for Award Management** (<https://www.sam.gov/portal/public/SAM/>) ("**SAM**") to determine if parties are excluded from U.S. Government transactions, and the **Specially Designated Nationals ("SDN") List of the Department of the Treasury, Office of Foreign Assets Control ("OFAC")** (<http://www.ustreas.gov/offices/enforcement/ofac/sdn/>). Applicant will not knowingly enter into any sales, leasing or financing agreements in connection with this transaction with any individual or entity that is listed on the SAM or the SDN List (or is otherwise prohibited from conducting business with U.S. public and private entities pursuant to OFAC Regulations).
- C.** If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," (<http://www.exim.gov/pub/ins/pdf/lll.pdf>) in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- D.** Neither Applicant nor any agent or representative acting on Applicant's behalf, has or will engage in any activity in connection with this transaction that is a violation of 1) the **Foreign Corrupt Practices Act of 1977**, 15 U.S.C. § 78dd-1, et seq.; 2) the **Arms Export Control Act**, 22 U.S.C. § 2751 et seq., 3) the **International Emergency Economic Powers Act**, 50 U.S.C. § 1701 et seq., 4) the **Export Administration Act of 1979**, 50 U.S.C. § 2401 et seq., and, 5) the regulations issued by the OFAC. Applicant also certifies that neither Applicant nor any agent or representative acting on Applicant's behalf, has been found by a court of the United States to be in violation of any of the foregoing statutes or regulations within the preceding 12 months, and to the best of its knowledge, the performance by the parties to this transaction of their respective obligations does not violate any of the foregoing or any other applicable law.
- E.** Neither the Applicant nor any agent or representative acting on Applicant's behalf in connection with this transaction is currently under charge or has been, within the past 5 years, convicted in any court of any country, or subject to national administrative measures of any country, for bribery of public officials.
- F.** The representations made and the facts stated in this application and its attachments are **true and Applicant has not misrepresented or omitted any material facts**. Applicant further covenants that if any statement(s) set forth in this application becomes untrue, or is discovered to have been untrue when made, Applicant will promptly inform Ex-Im Bank of such change. Applicant further understands that in accepting or approving this application, Ex-Im Bank is relying upon Applicant's statements set forth in the application and on the foregoing certifications, and all statements and certifications to Ex-Im Bank are subject to the penalties for false or misleading statements to the U.S. Government (18 USC § 1001, et. seq.).

### NOTICES

The applicant is hereby notified that information requested by this application is done so under authority of the Export-Import Bank Act of 1945, as amended (12 USC 635 et. seq.); provision of this information is mandatory and failure to provide the requested information may result in Ex-Im Bank being unable to determine eligibility for support. If any of the information provided in this application changes in any material way or if any of the certifications made herein become untrue, the applicant must promptly inform Ex-Im Bank of such changes. The information provided will be reviewed to determine the participants' ability to perform and pay under the transaction referenced in this application. Ex-Im Bank may not require the information and applicants are not required to provide information requested in this application unless a currently valid OMB control number is displayed on this form (see upper right of each page). Ex-Im Bank reserves the right to decline to process or to discontinue processing of an application.

**Paperwork Reduction Act Statement:** We estimate that it will take you about 1 hour(s) to complete this form. This includes the time it will take to read the instructions, gather the necessary facts and fill out the form. However, you are not required to provide information requested unless a valid OMB control number is displayed on the form. If you have comments or suggestions regarding the above estimate or ways to simplify this form, forward correspondence to Ex-Im Bank and the Office of Management and Budget, Paperwork Reduction Project, OMB# 3048-0023 Washington, D.C. 20503.

Signature

Print Name and Title

Date

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Attachment I: Credit Information Requirements

Directions: The required credit information depends on the type of PSOR (non-financial institution or a financial institution) and on the amount of credit support requested. Check the boxes that are applicable to your transaction.

1.  The PSOR is not a financial institution

a) Provide details of the applicant's experience with the buyer

Does the applicant have any experience with the buyer?  yes  no

If yes, provide the following information:

Date of first transaction with the buyer: \_\_\_\_\_

Date of first credit transaction with the buyer: \_\_\_\_\_

Has the applicant visited the buyer?  yes  no

If yes, indicate the date of the last visit and provide a call report. \_\_\_\_\_

Describe the credit facilities extended to the buyer:  short-term  
 medium-term  
 long-term  
 security  
 none

Total credit limit available to the buyer/corporate guarantor \_\_\_\_\_

Total outstanding short-term balances \_\_\_\_\_

Total outstanding medium-term or long-term balances \_\_\_\_\_

Credit performance  satisfactory  unsatisfactory

Has the applicant ever had credit insurance for the buyer or corporate guarantor before?  yes  no

If yes, enter the name of the insurer, and coverage dates and amounts

b) Provide the below supporting financial information on the PSOR.

- A credit report on the PSOR dated within six months of the application
- Two trade references on the PSOR of similar amounts and payment terms and dated within six months of the application
- A bank reference on the PSOR not older than 6 months from the date of application
- the applicant's credit memorandum on the PSOR
- the applicant's call report on the PSOR (if applicable)
- Three fiscal year end audited financial statements with notes and the most recent interim statements with notes if the last fiscal year end is more than nine months prior to application



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### 2. PSOR is a financial institution

a) Provide details of the applicant's experience with the financial institution guarantor. Include dates and amounts of previous transactions with the PSOR or indicate  none

b) Provide the applicable supporting financial information on the PSOR:

Check the box that applies to your transaction and provide the information noted below the box

The transaction is for an amount up to \$1 million:

- One short-term debt rating of the PSOR from S&P, Moody's or Fitch. Rating must be B, P-3 or F3 or better.

The transaction is for between \$1,000,001 and \$10,000,000

- One short-term debt rating of the PSOR from S&P, Moody's or Fitch. Rating must be B, P-3 or F3 or better.
- If the PSOR does not have an acceptable current market rating, provide most recently published audited financial statements that adequately disclose financial condition and were prepared in accordance with accounting principles that afford a reasonable basis for reliance on the information provided.

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**Attachment II. Documentary Cover Attachment**

If the credit is a supplier credit, and documentary cover is requested, provide the following:

- A bank reference on the exporter dated within six months of the application
- Two trade references on the exporter dated six months of the application
- Financial statements on the exporter as follows
  - \$500,000 or less signed by an authorized office for the exporter
  - \$500,001 - \$999,999 reviewed by a CPA with notes attached
  - \$1,000,000 or more audited by a CPA with opinion and notes attached

Note that typically documentary cover is only provided for a supplier credit when the exporter/supplier is a small business. Call Ex-Im Bank's Trade Finance and Insurance Division at 202-565-3400 with further questions.

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**Attachment III: Additional Named Insured Questionnaire**

Indicate the name of the additional named insured as follows:

Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Country: \_\_\_\_\_

Zip/ Postal Code: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Role in the transaction: \_\_\_\_\_

Contact: \_\_\_\_\_

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**Attachment IV – Warehouse Information**

If you requested the Special Coverage – Warehouse, answer the following questions about the warehouse

Warehouse Type:  Owned or controlled by exporter

Bonded warehouse

Neither, provide details

Warehouse Location:

City \_\_\_\_\_

State/Province \_\_\_\_\_

Country \_\_\_\_\_

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**Attachment V**

**Anti-Lobbying Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:  
If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," (available at [www.exim.gov/pub/ins/pdf/lll.pdf](http://www.exim.gov/pub/ins/pdf/lll.pdf)) in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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**Signature**

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**Title**

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