

Labour Guarantee Refund Request Form

Date: _____ التاريخ: _____

To: Reem Finance PJSC إلى: ريم للتمويل (ش.م.خ.)

Company Name (as per trade license): _____ اسم الشركة (كما هو مبين في الرخصة التجارية): _____

Guarantee Reference Number: _____ رقم مرجع الضمان البنكي:

Tax Registration Number (TRN): _____ رقم التسجيل الضريبي:

Request Details تفاصيل الطلب

Please select the required service برجاء اختيار الخدمة المطلوبة

1) New Refund Request Fast track Normal Company Name Individual Name Request for re-issuance of refund of labour guarantee cheque

Referring to guarantee reference number mentioned above,
I / We hereby request a guarantee refund for with its value amount of _____ AED.

I / We accept to pay the applicable service fee as indicated above (VAT inclusive) for every AED 3000 / guarantee refund. This fee can be payable upfront at the time of submitting this request or it will be deducted from the cash margin payable.

Cheque Issuance Instructions Company Name Individual Name

Please specify the individual's details or the Company details (if Company is different the Company mentioned above) the cheque will be issued in favor of:

Name (as per Emirates ID / as per Trade License):

Emirates ID No / trade license No:

Note the cheque will only be issued in the individual's name if it meets any one of the following conditions:

1) Company is a sole establishment and the cheque will be issued in favor of the 100% shareholder's name or a POA holder authorized (under notarized POA) by the shareholder to collect / withdraw the refund from Reem Finance PJSC.

2) Company is Limited Liability Company (or any other legal form) and the cheque will be issued in favor of the individual's or requestor's name, and the individual or requestor can provide a POA from all shareholders authorizing the individual or requestor to collect / withdraw the refund in relation to the Labor Guarantee from Reem Finance PJSC.

2) Request for re-issuance of refund of labour guarantee cheque طلب إعادة إصدار شيك استرجاع الضمان العمالي

I/We accept to pay an additional fee of AED 52.50 (VAT inclusive) being cheque re-issuance charges. This fee can be payable upfront at the time of submitting this request or it will be deducted from the cash margin payable.

أقبل / نقبل وأوافق / نوافق على أن ادفع / ندفع رسماً إضافياً بقيمة 52.50 درهم (يشمل قيمة الضريبة المضافة) لقاء كل طلب إعادة إصدار شيك استرجاع على أن يدفع هذا الرسم مقدماً مع تقديم الطلب أو أن يتم خصمه من مبلغ الضمان.

Name / الإسم _____
Signature / التوقيع _____
Date / التاريخ _____
Emirates ID No / الهوية _____
Telephone number / رقم الهاتف _____
Title / المنصب _____

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Reem Finance's use only لاستخدام شركة ريم للتمويل فقط
Relationship Manager's Declarations

- I certify that the authorized signatory(ies) have signed the form in my presence.
 I certify that I have received or collected all KYC documentation (including Constitutional documents) after verifying with the originals.

Relationship Manager's Name : _____ Relationship Manager's Signature: _____