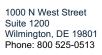


1000 N West Street Suite 1200 Wilmington, DE 19801 Phone: 800 525-0513

## Case Submission Form 案例提交单

## Contact Information 联系信息

Creditor Information 债权力信息	<u>:</u>	
Company 公司:		
Contact Name 联系人:		
Phone 电话:	Email 邮件:	
Fax 传真:Re	ferrer (if any)介绍人:	
Address 地址:		
Type of Business 经营范围:		
<u>Debtor Contact Information 债务</u>		
Company 公司:		_
Contact Name 联系人:		
Phone 电话:	_ Fax 传真:	
Email 邮件:		
Address 地址:		-





## Relationship Information 双方关系信息:

How long have you been doing business together?
Still Doing Business with them?
仍旧有生意往来嘛?
Last Contact Date:
最后一次联络时间
Planning on doing future business together?
未来还计划有生意往来吗?
Additional Information:
其它信息:
<u>Debt Information 债务信息</u>
<u>Delinquent Debt Summary 拖欠债务小结:</u> Please provide a brief summary of the delinquent invoice:
请提供拖欠债务发票的简要小结:
What was the original invoice for?
原始发票内容(货品)
Amount to be collected (in USD):
回收债务金额 (美元):
Original Invoice Date:
原始发票日期
Terms of Initial Contract:
合同付款条款
Last Payment Date:
最后付款日期
Additional Information:
其它信息( <b>欠款原因</b> )



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Has this debt been attempted to be 债务是否试图回收过?	collected before?	
If Yes, please summarize what has b 如果试图回收过,请说明回收方式		
Do you have the debtor's banking ir 是否有债务方银行信息 If yes, please provide the bank infor 如果有,请提供银行信息:		
Bank 银行:	Contact Name 联系人:	
Phone 电话:	Email 邮件:	
Fax 传真:		
Address 地址:		

## Required Documents 所需文件清单:

Please provide any and all documentation related to this claim. Documents may include:

请提交所有和此债务回收相关的文件。文件可以包括:

- Purchase Orders 订购单
- Sales Confirmation 销售确认书
- Original Contract/Agreement 原始合同或协议
- Invoices 发票
- Bills of Lading 提单
- Packing List 装箱单
- Customs Documentation 海关文 件

- Statement of account 对账单
- Communication Records: Email, Fax, Phone, etc. 沟通记录:邮件、传真和电话

- Debit/Credit Memos 借贷备忘
- **Proofs of Partial Payments** 部分付款证明
- Inspection report 检验报告
- Other: (please list)其它文件