

List of documents to be amended to a Guarantee application

1. Statement of the applicant (financier) regarding the project / venture and the company, especially:
 - regarding the project / venture: Description of the intended financing, explanation of the economic background and the objective and the sufficiency of funds,
 - appraisal regarding the appropriateness of funds,
 - from the applicant's empirical knowledge of his business relationship, as applicable: experiences made regarding the reaction of the company in special situations, e.g. in a recent crisis; strengths and weaknesses of the management; quality of the commercial organisation, especially regarding cost calculations and planning; possible impact of the ownership background, as the company belongs to a larger group of companies
2. signed form: "Erklärung des Kreditnehmers zum Bürgschaftsantrag" (Statement of the borrower concerning the guarantee application),
3. draft of the credit agreement or credit offer (especially intended collateralisation structure, terms, other relevant provisions),
4. as available: valuation of prevailing and newly to be financed assets; explanation of larger safety discounts,
5. information relevant for state aid law:
 - one-year probability of default

(For the calculation of the aid intensity the initial one-year probability of default is taken into account as a risk indicator. The calculation of the aid intensity is used for the subsumption of the public guarantee into the EU-legal framework.),
 - information on state aids received in the past (separate form),
6. signed and, as appropriate, audited annual financial statements of the borrower, for the last 3 financial years, for groups: consolidated statements; current management analysis and balance sheets,
7. company concept, especially:
 - description of the business model and strategy,
 - suitable proof of the appropriateness of funds (regarding investments e.g. the compliance with the investment budget),
 - market analysis, as appropriate,
 - forecasts, consisting of a P&L forecast for the next three years, a liquidity planning on a monthly basis for the next year and a balance sheet planning,

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- sensitivity analysis of the P&L forecast,
 - explanation of the underlying planning assumptions and of relevant positions,
 - explanation of significant changes regarding the development of assets, profitability and liquidity,
8. certification of the responsible tax authority regarding the question, if and possibly to what amount tax arrears persist (deferred and/or due amounts with due date) with the borrower and, if applicable, its owners,
9. Other information as follows:
- organisation chart,
 - current excerpt of the trade register,
 - deed of association,
 - business-critical and other relevant contracts and information on earlier execution proceedings against the borrower and its owner.

The demand of further information and documents remains reserved.