



**Export-Import Bank of the United States**  
**APPLICATION FOR MEDIUM-TERM**  
**INSURANCE OR GUARANTEE**

This application is to be used for insurance and guarantee transactions with financed amounts of \$10 million or less (excluding financed premium) and repayment terms between eighteen months and seven years. Applications for other EXIM products can be found on EXIM's web site under the "Apply" section.

Additional information on how to apply for EXIM medium-term insurance or guarantees can be found at EXIM's web site <http://www.exim.gov/products/how-to-apply.cfm>.

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

Send this completed application to EXIM, 811 Vermont Avenue, NW, Washington, DC 20571. EXIM will also accept e-mailed PDF and faxed applications. Please note the applications must be PDF scans of original applications and all required application attachments. (Fax number 202.565.3675, e-mail [exim.applications@exim.gov](mailto:exim.applications@exim.gov)).

**APPLICATION FORM**

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.

<b>* Applicant Legal Name:</b> _____		Duns #: _____	
Tradestyle: _____			
<b>*Business Address:</b> _____		Country: _____	
<b>*City:</b> _____	<b>*State:</b> _____	<b>*Zip + 4:</b> _____	
<b>*Corporate Ownership:</b> _____		<b>*Primary Industry NAICS<sup>1</sup>:</b> _____	
<b>*Does the Applicant have any affiliates<sup>2</sup>?</b>	Yes _____	No _____	
<b>*Total Number of Employees:</b> _____		<b>*Annual Sales Volume:</b> _____	
<b>Contact Person:</b> _____		<b>E-mail:</b> _____	
<b>Position Title:</b> _____		<b>Phone:</b> _____	<b>Fax:</b> _____
<b>*Woman-owned business:</b>	Yes _____	No _____	Decline to Answer _____
<b>*Minority-owned business:</b>	Yes _____	No _____	Decline to Answer _____
<b>*Veteran-owned business:</b>	Yes _____	No _____	Decline to Answer _____

<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.

**Broker (Insurance Only)** \_\_\_\_\_ Check if there is no broker

Broker name: \_\_\_\_\_ EXIM Broker#: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone # \_\_\_\_\_ Fax#: \_\_\_\_\_ E-mail: \_\_\_\_\_

**1. GENERAL QUESTIONS**

<b>A. Product</b>	Insurance Finance Lease Guarantee Loan Guarantee - Enter MGA# if known _____	<b>D. Resubmission</b>	Check if this is a resubmission of an application that was previously deemed incomplete or was withdrawn for other reasons. The EXIM reference number is: _____
<b>B. Coverage type</b>	Comprehensive risk Political risk	<b>E. Renewal</b>	CGF (Credit Guarantee Facility) MTR (Medium-Term Repetitive Insurance Policy)
<b>C. Conversion of a Preliminary Commitment or a Letter of Interest</b>	No Yes - The EXIM reference number is: _____	<b>F. Primary contact point for EXIM inquiries on this transaction:</b> Exporter      Broker (Insurance only)      Lender/Lessor	

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**2. SPECIAL COVERAGES**

Check the boxes for the coverage(s) that apply to the transaction. View the fact sheets describing the coverage(s) on EXIM's website as noted below. Complete and attach the requested forms.

Pre-shipment Cover <a href="#">Attachment II – Pre-shipment Questionnaire required</a>	Used Equipment <a href="#">Attachment III - Used Equipment Information and Questionnaire required</a>	Co-Financing with Foreign Export Credit Agency Attachment H required <a href="https://www.exim.gov/sites/default/files/forms/eib11-04.pdf">https://www.exim.gov/sites/default/files/forms/eib11-04.pdf</a>
Local Cost Support <a href="http://www.exim.gov/policies/local-cost">http://www.exim.gov/policies/local-cost</a>	Foreign Currency Coverage (specify currency) _____  Supply contract denominated in. US\$ _____ Foreign currency _____	<a href="#">Environmental Exports Program</a>  Environmentally Beneficial Renewable Energy
Ancillary Service Fees <a href="https://www.exim.gov/what-we-do/loan-guarantee/ancillary-services">https://www.exim.gov/what-we-do/loan-guarantee/ancillary-services</a>	Credit Guarantee Facility <a href="https://www.exim.gov/what-we-do/loan-guarantee/credit-guarantee-facility">https://www.exim.gov/what-we-do/loan-guarantee/credit-guarantee-facility</a>	Military/Security/Police <a href="https://www.exim.gov/policies/military">https://www.exim.gov/policies/military</a>
Foreign Dealer <a href="#">Attachment IV</a> (Required)	Leasing Guarantee	Other _____

**3. PARTICIPANTS:**

What is the Applicant's role in the transaction?  Exporter\*  Buyer/borrower/lessee  Lender/lessor?

**Exporter:** The exporter is the U.S. entity that contracts with the buyer for the sale of the U.S. goods and services. In the case of a finance lease, if the lessor is a U.S. entity and takes title to the goods and services for lease to the foreign lessee, the lessor is the exporter.

Check if the exporter is the applicant. Otherwise, complete the information below for each exporter, including ancillary service providers.

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 Legal Name:** \_\_\_\_\_ Duns #: \_\_\_\_\_

Tradestyle: \_\_\_\_\_

\*Business Address: \_\_\_\_\_ Country: \_\_\_\_\_

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

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

\*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 business: Yes \_\_\_\_\_ No \_\_\_\_\_ Decline to Answer \_\_\_\_\_

\*Minority-owned business: Yes \_\_\_\_\_ No \_\_\_\_\_ Decline to Answer \_\_\_\_\_

Race (One or more boxes may be selected.):  
 American Indian or Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_ Black or African American \_\_\_\_\_ Native Hawaiian or Pacific Islander \_\_\_\_\_ White \_\_\_\_\_ Other \_\_\_\_\_

Ethnicity:  
 Hispanic or Latino \_\_\_\_\_ Not Hispanic or Latino \_\_\_\_\_

Veteran-owned business: Yes \_\_\_\_\_ No \_\_\_\_\_ Decline to Answer \_\_\_\_\_

Disability-owned business: Yes \_\_\_\_\_ No \_\_\_\_\_ Decline to Answer \_\_\_\_\_

<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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**Supplier:** The supplier is the U.S. company that manufactures the goods and/or performs the services to be exported.

Check if the supplier is also the exporter. Otherwise, complete the information below for each supplier, including ancillary service providers.

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, provide answer applicable to entire company including corporate owners, affiliates or subsidiaries.

<b>* Supplier Legal Name:</b>		Duns #:	
_____			
Tradestyle: _____			
*Business Address:		Country:	
_____			
*City:	*State:	*Zip + 4:	
_____	_____	_____	
*Corporate Ownership:		*Primary Industry NAICS <sup>1</sup> :	
_____			
*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 business:	Yes	No	Decline to Answer
_____	_____	_____	_____
*Minority-owned business:	Yes	No	Decline to Answer
_____	_____	_____	_____
*Veteran-owned business:	Yes	No	Decline to Answer
_____	_____	_____	_____

<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.

**Borrower or Lessee:** The borrower is the entity that agrees to repay the loan. The lessee is the entity that agrees to lease the goods and services from the lessor and pay rent under a finance lease.

Check if the borrower/lessee is the applicant. If not, complete the information below.

Borrower's/Lessee's name: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_

Position title: \_\_\_\_\_ Fax#: \_\_\_\_\_

Business address: \_\_\_\_\_ E-mail: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

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

**Guarantor:** The guarantor is the person or entity that agrees to repay the credit if the borrower or lessee does not. Refer to the Medium-Term Credit Standards (at <http://www.exim.gov/tools/credit-standards.cfm>) to determine in what situations personal or corporate guarantors are required for medium-term transactions.

Check to indicate whether

There is no guarantor  The guarantor is an individual  The guarantor is a financial institution  The guarantor is a corporation. Complete the information below for each guarantor.

Guarantor name: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_

Position title: \_\_\_\_\_ Fax#: \_\_\_\_\_

Business address: \_\_\_\_\_ E-mail: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

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

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**Buyer:** The buyer is the entity that contracts with the exporter for the purchase of the U.S. goods and services. Check if the buyer is also the borrower/lessee or lessor or guarantor. Otherwise, complete the information below.

Buyer name: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_  
 Position title: \_\_\_\_\_ Fax#: \_\_\_\_\_  
 Business address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal code: \_\_\_\_\_  
 Country: \_\_\_\_\_

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

Check if end-user is  The borrower/lessee or  Guarantor or  Buyer. Otherwise, complete the information below.

End-user name: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_  
 Position title: \_\_\_\_\_ Fax#: \_\_\_\_\_  
 Business address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal code: \_\_\_\_\_  
 Country: \_\_\_\_\_

**Lender/Lessor:** The lender is the company that extends the EXIM guaranteed or insured loan to the Borrower. The Lessor is the company that extends the EXIM guaranteed finance lease to the Lessee.

Check if the lender/lessor is the applicant. Otherwise, complete the information below.

Lender's/Lessor's name: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_  
 Position title: \_\_\_\_\_ Fax#: \_\_\_\_\_  
 Business address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Province: \_\_\_\_\_ Postal code: \_\_\_\_\_  
 Country: \_\_\_\_\_

**Agent:**

An agent is a business entity or individual, usually 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 EXIM, and who 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's legal name: \_\_\_\_\_ Province: \_\_\_\_\_  
 Contact person: \_\_\_\_\_ Country: \_\_\_\_\_  
 Position title: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Business address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 City: \_\_\_\_\_ Postal code: \_\_\_\_\_ Fax: \_\_\_\_\_

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**Primary Source of Repayment (PSOR)**

The PSOR is the entity whose financial statements form the basis of EXIM's evaluation of reasonable assurance of repayment, i.e. the entity whose financial statements EXIM uses to calculate the ratios for medium-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 statement of the buyer and one or more corporate guarantors.) If business combination, indicate which entities comprise the combination

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Is the PSOR a financial institution?      Yes  No

Select the risk category of the PSOR:      Sovereign  Public Non-sovereign  Private

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**

**a)** Describe the U.S. goods and service(s). Include make, model, manufacturer/supplier or NAICS of goods and services, number of units, values and estimated U.S. and foreign content. This section does not need to be completed if the exporter attaches a Content Report or if the request is for a Credit Guarantee Facility.

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Check if the goods and services or their use meet EXIM's requirements for an environmentally beneficial determination.

Check if the goods and services or their use meet EXIM's requirements for a renewable energy determination.

**b)** Describe the purpose of the transaction. Include answers to the following: Will the goods be used to create or expand production capacity for an exportable product? Are the goods and services destined for an identifiable project? If so, provide information on the total estimated project costs in U.S. dollars. Also provide information on other sources of financing for the project, including working capital.

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**c)** Indicate whether an application for support of this export contract or a related project has been filed with the U.S. Agency for International Development, U.S. Maritime Administration, Overseas Private Investment Corporation, U.S. Trade Development Agency or a multilateral financing agency. If so, include a brief description of the additional support.

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**5. REQUESTED FINANCING AMOUNTS AND STRUCTURE**

EXIM support is based on the value of the eligible goods and services in the exporter's supply contract(s) or purchase order(s). The total level of support will be the lesser of: 85% of the value of all eligible goods and services or 100% of the U.S. content included in all eligible goods and services in the exporter's supply contracts. In addition, EXIM may also finance certain local costs, ancillary services as approved, and the exposure fee/premium. Fill out the chart below to determine estimated eligible amounts.

		Definition	US\$
<b>A</b>	Supply Contracts or Purchase Orders [If the lessor is a U.S. entity and takes title to the U.S. goods and services for lease to a foreign lessee, the finance lease is the supply contract]	The aggregate price of all goods and services in all the supply contract(s) or purchase order(s), including local costs, ancillary services, and excluded goods and services. Break out ancillary services in A(ii).	A(i) <hr style="width: 100%;"/> A(ii)
<b>B</b>	Excluded Goods and Services	The aggregate price of all goods and services that are not eligible for or are excluded from EXIM support (e.g. goods not shipped from the U.S. and excluded ancillary services). Local costs should not be included in this line.	
<b>C</b>	Total Local Costs	The aggregate price of all goods manufactured in the end-user's country and all services provided by residents of the purchaser's country. EXIM may be able to finance these amounts up to 30% of D below.	
<b>D</b>	Net Contract Price	A minus B minus C	
<b>E</b>	Eligible Foreign Content	The aggregate cost of any goods produced or manufactured outside the U.S., or services provided by third country personnel or foreign freight cost and foreign insurance included in the net contract price (line D), (e.g. foreign items shipped from the U.S.).	
<b>F</b>	U.S. Content	D minus E	
<b>G</b>	Minimum Cash Payment	This amount must be the greater of E or 15% of D	
<b>H</b>	Local Cost Financing Requested	This can be no more than 30% of D	
<b>I</b>	<b>Financed Amount Requested</b> (Excluding Exposure Fee)	D minus G plus H	

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**A. Exposure Fee (Guarantees)/ Premium (Insurance)** Check one box.

- EXIM to finance the fee/premium, which will be paid as the credit is drawn down.
- EXIM to finance the fee/premium, which will be paid up front.
- EXIM will not finance the fee/premium, and it will be paid as the credit is drawn down.
- EXIM will not finance the fee/premium, and it will be paid up front.

**B. Transaction Structure:**

**i. Principal Repayment Term/Finance Lease:** \_\_\_\_\_ (years). Unless otherwise requested, equal installments of principal will be repaid semi-annually beginning six months after the starting point. In the case of a finance lease, unless otherwise requested, rent will be calculated based on equal installments of principal, paid semi-annually beginning six months after the starting point.

**ii Starting Point:** The starting point is generally the event that marks the fulfillment of the exporter’s contractual responsibility. See EXIM’s fact sheets on starting points and reach-back policies at [www.exim.gov](http://www.exim.gov). (Check one box.)

- |  |  |
|--|--|
| <input type="checkbox"/> Shipment (single shipment)                                | <input type="checkbox"/> Services Completion.                            |
| <input type="checkbox"/> Final Shipment (multiple shipments)                       | <input type="checkbox"/> Completion of Installation. Specify date: _____ |
| <input type="checkbox"/> Mean Shipment (multiple shipments)                        | <input type="checkbox"/> Project Completion. Specify date: _____         |
| <input type="checkbox"/> Consolidation Date (Foreign Dealer Insurance Policy only) |  |

**iii Shipment Period:** Shipments will be completed and/or services will be performed from: [     ] (month/year) to [     ] (month/year) excluding any acceptance, retention, or warranty period. If shipment is planned for a certain number of days after EXIM authorization, so note: \_\_\_\_\_

**iv. Promissory Notes/Lease Supplements:** For transactions with multiple shipments indicate:

- There will be one promissory note per shipment.
- Disbursements will be consolidated into one promissory note.
- (Finance lease only) There will be one lease supplement per shipment.
- (Finance lease only) Lease deliveries will be consolidated under one lease supplement.

**v. Interest rate:**

The interest rate to be charged on the guaranteed/insured loan or used to calculate the rent under a finance lease is: \_\_\_\_\_

**6. REASON FOR REQUESTING EXIM SUPPORT**

EXIM will finance the export of U.S. goods and services if it can be demonstrated that EXIM support is necessary for the transaction to proceed. Check one of the boxes below describing why support is necessary.

The exporter is aware that foreign companies are competing, or are expected to compete, for the sale. Provide company name, country, and (if known/applicable) the supporting export credit agency.

\_\_\_\_\_

The exporter is aware that foreign companies manufacture comparable goods and services that are sold in the buyer’s market with export credit agency support available. Provide company name, country, and (if known/applicable) the supporting export credit agency.

\_\_\_\_\_

There is limited availability of private financing available from either external or domestic sources.

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**7. CREDIT INFORMATION**

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

**8. OTHER INFORMATION, NOTICES AND CERTIFICATIONS**

**A. General Information** Provide the following

Credit Agency report(s) on the exporter(s). If exporter has a credit rating of BBB or better, this is not required.  
Annex A to the Master Guarantee Agreement (Guarantees only) at [www.exim.gov/sites/default/files/forms/mtmgaannexes.pdf](http://www.exim.gov/sites/default/files/forms/mtmgaannexes.pdf)  
Annex A to the Medium-Term Master Guarantee Agreement – Finance Lease (Finance Lease Guarantees only)  
Lender's mandate letter (require when applicant is a financial institution)

**B. Supply Contracts Between the Exporter and Buyer**

Sales contract(s), pro forma invoice(s), or purchase order(s) and finance lease(s) evidencing the transaction between the exporter and buyer are attached.

The exporter(s) are not the manufacturers of the goods nor the producers of the services to be exported; the Sales contract(s), pro forma invoice(s), or purchase order(s) and finance lease(s) evidencing the transaction between the supplier(s) and exporter(s) are attached; AND the Sales contract(s), pro forma invoice(s), or purchase order(s) and finance lease(s) evidencing the transaction between the supplier(s) and buyer are attached.

**C. Commitment Fee/Facility Fee Agreement (Guarantees and Credit Guarantee Facilities only)**

A commitment fee, applicable only to guaranteed and direct loans, accrues starting 60 days after the authorization of a final commitment and is payable semi-annually in arrears on a schedule determined at the time of authorization. The commitment fee is 1/8 of 1% per annum on the un-disbursed and un-cancelled balance of a guaranteed loan and 1/2 of 1% per annum for a direct loan.

A facility fee, applicable only to a credit guarantee facility (and in lieu of a commitment fee), is 1/16 of 1% of the principal amount of the facility, due in full at the time of authorization of a final commitment, and payable in two equal installments due approximately 90 and 270 days from the date of authorization of the final commitment.

Choose one of the options below regarding the payment of the commitment or facility fee:

This question is not applicable because this application is a request for insurance coverage.

The applicant is the borrower and by signing the application is irrevocably committing to pay the commitment or facility fee.

The applicant is the guaranteed lender or the exporter, and is (check one):

signing the application, which irrevocably commits it to pay the fee, or

signing the application and enclosing with it an EXIM standard form fee letter from the borrower. This standard form fee letter is attached as Attachment VI. This letter irrevocably commits the borrower to pay the fee.

## **Attachment I: Credit Information Requirements**

### **1. INFORMATION ON THE BORROWER:**

If the primary source of repayment for the transaction is a corporate guarantor provide only 1a), 1b) and 1 c) on the borrower;

If current information (within the last six months) as described below is on file at EXIM, indicate Guarantee or Policy # \_\_\_\_\_

If the primary source of repayment is the borrower, provide the information noted in 1 a) – 1 g) below (note optional information described in part 3):

#### **a) Company description and ownership**

Provide a concise description of the company origin, legal status, facilities, business activities and primary markets.

Provide the name of each owner of at least 10% of company shares and his/her ownership percent.

#### **b) Related party information**

Provide names and a brief description of subsidiaries, parent company, and/or commonly owned companies (“related parties”).

Indicate which, if any, of the related parties account for more than 25% of the borrower’s sales or purchases during the last fiscal year.

Indicate which, if any, related parties extend loans to the borrower or to whom the borrower extends loans, if loans are material to the borrower. Materiality is defined as 10% of the borrower’s total assets.

Provide details of guarantees given on behalf of related parties by the borrower, if loans are material to the borrower.

#### **c) Credit agency report**

Provide a credit agency report on the borrower not older than six months from date of application,

Check if credit agency report is not applicable because the borrower is a financial institution (bank), or a foreign government agency.

#### **d) Creditor Bank or Supplier References**

Provide a creditor bank reference prepared within six months of the application date. Report should include bank name, address, and length of relationship, amount, currency, and terms of secured and unsecured credit and repayment experience.

If the borrower does not have any financial institution creditors, provide two supplier references.

Supplier references should be dated within six months of the application and include years of credit experience, annual sales, the terms of sale, the amount of the last sale, the recent high credit, the amount currently outstanding, details on any past due amounts, and repayment experience.

#### **e) Financial Statements**

There are certain requirements for all financial statements, regardless of the amount of the transaction. These are as follows:

- i) Provide financial statements for the previous three fiscal years, as well as interim statements if the latest fiscal year end statements are dated more than nine months from the date of application. When interim statements are provided, also provide interim statements for the same interim period for the previous year (for comparative purposes).**

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- ii) A summary of significant accounting principles must accompany all financial statements. These should outline, at a minimum, the depreciation methods and rates, valuation methods for inventory, fixed assets and investments and the inflation accounting method used, if any. For construction companies, a description of the revenue recognition method should be included. Additionally, financial statements should break out depreciation expense, gross interest expense, tax expense and current maturities of long-term financial institution or supplier debt, if any.
- iii) For all financial statements that present combined or consolidated results, provide the percentage of total assets, total liabilities, tangible net worth, sales, and net income represented by each entity that is participating in the transaction as the buyer, borrower, guarantor or end-user. A combining/consolidating worksheet would have all this information.

There are certain additional financial statement information requirements that depend on the amount of the financing request as follows:

- iv) For financed amounts of up to and including \$1 million: Audited financial statements are preferred but not required for non-financial institutions. Audited statements are required for financial institutions. While English language statements are preferred, EXIM will accept Spanish language financial statements.
- v) For financed amounts of greater than \$1 million up to and including \$5 million: While English language statements are preferred, EXIM will accept Spanish language financial statements. Financial statements must be audited by an external independent auditor.
- vi) For financed amounts of greater than \$ 5 million: Financial statements must be audited by an external independent auditor. Statements must be in English.

**f) Market indications, if available, are as follows:**

Name of rating agency: \_\_\_\_\_ Rating: \_\_\_\_\_ Date: \_\_\_\_\_

Include the debt rating reports issued by the rating agency, and if applicable, the prospectus for a debt or equity offering during the two years prior to the application dates.

**g) Supplemental Credit Questions**

Provide the answers to the questions listed in Attachment C to the Medium-Term Credit Standards for transactions of greater than \$5 million up to and including \$10 million where the primary source of repayment is a non-financial institution that does not have market indications. These questions are located on EXIM's web site at <https://www.exim.gov/sites/default/files/forms/ebd-m-39-1.pdf>

**2. INFORMATION ON THE CORPORATE GUARANTOR (S):**

Not applicable. Refer to the Medium-Term Credit Standards at <https://www.exim.gov/sites/default/files/forms/ebd-m-39-1.pdf> to determine in what situations corporate guarantors are required for medium term transactions.

If the corporate guarantor is not the primary source of repayment, provide 1 a), and 1 b) and 1 c) as described above.

If the corporate guarantor is the primary source of repayment, provide the information noted in 1 a) – 1 g)

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**3. OPTIONAL ITEMS WHICH THE APPLICANT MAY ATTACH. (These may expedite the processing of your application).**

Financial spreads on the borrower and/or guarantor designated as the primary source of repayment. See EXIM's website for spreading conventions, which should be used as guidelines.

Calculation of the financial performance criteria of EXIM's Medium-Term Credit Standards on the borrower or guarantor designated as the primary source of repayment.

Mitigating factors for any of the performance criteria that are not met.

Supplemental credit questions as detailed in 1 g) for deals of less than \$5 million.

Translations of Spanish language financial statements, if applicable.

Explanations of any adverse information contained in the credit report, references and/or financial statements, including interims.

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**Attachment II: Pre-shipment Questionnaire**

Complete this form only if you are requesting pre-shipment insurance coverage for your transaction. Details on pre-shipment coverage can be found at <http://www.exim.gov/sites/default/files/forms/ins-12-22.pdf>

Details of Coverage Requested:

- a) Provide the reason pre-shipment coverage is being requested: \_\_\_\_\_
- b) Indicate the date the contract was executed or the anticipated date of signing: \_\_\_\_\_
- c) Indicate the estimated period between the contract date and the final shipment date of items: \_\_\_\_\_
- d) Provide a schedule of any progress payments made or to be made by the borrower during the pre-shipment period, or indicate none:  
\_\_\_\_\_

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**Attachment III: Used Equipment Information and Questionnaire**

**USED AND REFURBISHED EQUIPMENT**

Equipment that has been previously owned or placed into service is generally eligible for support under EXIM's loan, guarantee and insurance programs, provided certain criteria are met. To be eligible for EXIM support, used equipment, including equipment that has been refurbished in the U.S., must meet the following eligibility criteria:

- 1 To be considered U.S. content, the used equipment must be of original U.S. manufacture, AND, if previously exported, must have been in use in the U.S. for at least one year prior to export.
- 2 The U.S. costs associated with the refurbishment of the equipment are eligible for EXIM support, provided they meet EXIM's foreign content policy parameters. EXIM can support the lesser of 85 percent of the U.S. Contract Price of the item or 100 percent of the actual U.S. content of the item provided that (a) the item is shipped from the U.S. and (b) the foreign content of the item does not exceed 50 percent of the item's total production cost.
3. If the used equipment is of either original foreign manufacture or original U.S. manufacture, previously exported and has not been in use in the U.S. for at least one year prior to its proposed export, then EXIM will treat it as foreign content and the following applies:
  - a. If the equipment is to be refurbished, the used equipment procurement cost is considered eligible foreign content provided that this cost is less than 50 percent of the total procurement and refurbishment cost.
  - b. If the foreign content of the used equipment exceeds 50 percent of the cost associated with the procurement and refurbishment of the equipment, then only the U.S. refurbishment portion will be considered eligible for EXIM support.
4. Previously exported goods that benefited from EXIM financing in the past will be considered eligible for EXIM support provided that the original financing has been paid in full and that the equipment has been in use in the U.S. at least one year.
5. The repayment term that EXIM offers for used and refurbished equipment will be consistent with EXIM's international agreements for repayment terms based on contract value. EXIM, at its sole discretion, will determine the remaining useful life of such equipment.
  - a. If the remaining useful life of the equipment is at least half the useful life of equivalent new equipment, then EXIM may support a repayment term equal to that offered new equipment.
  - b. If the remaining useful life of the equipment is less than half the useful life of equivalent new equipment, then EXIM may support a repayment term equal to the useful life remaining.
  - c. If the sale includes more than one item, including a mixture of new and used items, a weighted average of the useful lives of all the items will be calculated by applying the rules of 5(a) and 5(b) above.
6. Foreign Content for used pieces should be determined by contacting the original manufacturer to ascertain the value on a percentage basis of foreign components contained in the equipment during the manufacturing process. This percentage should be applied to the supplier's purchase price to determine the current value of foreign components. This value should then be adjusted to account for the value of any additional foreign components installed during the refurbishment process.

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**USED EQUIPMENT QUESTIONNAIRE**

Complete a separate questionnaire for each item of used equipment.

**1. Product information**

Provide name and description of used equipment: \_\_\_\_\_

**Equipment History**

a) year manufactured: \_\_\_\_\_ b) hour meter reading: \_\_\_\_\_ c) mileage: \_\_\_\_\_  
d) where is equipment located? \_\_\_\_\_ e) how long has the equipment been there?: \_\_\_\_\_

Is the product under warranty? \_\_\_ Yes \_\_\_ No

Term \_\_\_\_\_ Description \_\_\_\_\_

Has the equipment been rebuilt/reconditioned?

By whom? \_\_\_\_\_ Location: \_\_\_\_\_ Date: \_\_\_\_\_

Does this equipment have an independent mechanical certification, evaluation, or assessment? \_\_\_ Yes \_\_\_ No

Term: \_\_\_\_\_ Description: \_\_\_\_\_

Has the equipment been rebuilt or reconditioned? Is the product under warranty? \_\_\_ Yes \_\_\_ No

**2. Export/Import History**

Was the equipment previously exported? \_\_\_ Yes \_\_\_ No

Did EXIM provide support? \_\_\_ Yes \_\_\_ No If yes, provide details.

Was the equipment imported to the U.S.? \_\_\_ Yes \_\_\_ No

**3. Prices and Costs**

Contract price: \$ \_\_\_\_\_ Foreign content included in the contract price: \$ \_\_\_\_\_

U.S. supplier's purchase price: \$ \_\_\_\_\_ Purchase Date: \_\_\_\_\_

Cost of rebuilding/reconditioning: \$ \_\_\_\_\_ Cost of spare parts included: \_\_\_\_\_

Description of rebuilding and/or spare parts \_\_\_\_\_

**4. Used Aircraft Only**

Have all airworthiness directives been completed? \_\_\_ Yes \_\_\_ No

If no, describe the regulation or directive permits required for continued operation of the aircraft: \_\_\_\_\_

Number of cycle hours remaining on the airframe and engines: \_\_\_\_\_

Months remaining before next maintenance "C" and "D" checks: \_\_\_\_\_

Names of each previous owner and lessee with the corresponding acquisition dates: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

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

Broker: \_\_\_\_\_ Administrator (if applicable): \_\_\_\_\_

(For insurance program):

If you have questions about this questionnaire, please contact the Business Development Division (Telephone: 202.565.3900 or Fax: 202.565.3931). For questions concerning large aircraft, please contact the Transportation Division (Telephone: 202.565.3550 or Fax: 202.565.3558).

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**Attachment IV: Supplemental Information Requirements for Foreign Dealer Support**

**I. Requested Financing Amounts and Structures**

- For Supply Contracts or Purchase Orders Amount identified in Item 5.A of the application, please indicate amounts requested for each of the following (total must accumulate to the amount in Item 5.A):
- Short-term only (for capital goods that will not be refinanced on a medium-term basis together with spare parts and other non-capital items):  
\$ \_\_\_\_\_
  - Medium-term (for capital goods that will be refinanced on a medium-term basis): \$ \_\_\_\_\_

**II. Dealer Information**

Do you or the exporter (please specify) have a distribution agreement with the proposed dealer? If so, is this an exclusive relationship? \_\_\_\_\_

How long have you or the exporter (please specify) been working with the proposed dealer?  
\_\_\_\_\_

For how long, if at all, have you or the exporter extended credit to this dealer? \_\_\_\_\_

What, if any, credit limits have been established? At what terms?

A) Parts \_\_\_\_\_ B) Equipment \_\_\_\_\_

Are guarantees or collateral required to support this credit? \_\_\_\_\_

Is a minimum level of sales per year required from this dealer? \_\_\_\_\_

What financial and credit criteria have you established to qualify the dealer?  
\_\_\_\_\_

How often do you conduct a credit review of this dealer? \_\_\_\_\_  What are the terms extended by the dealer to its customers? \_\_\_\_\_

What warranty support is provided to the dealer? \_\_\_\_\_

How far past due must the dealer be before shipments are discontinued?  
\_\_\_\_\_

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**Attachment VI: Form of Fee Letter**

This attachment is to be filled out in the following circumstances:

- the application is for a guarantee or a credit guarantee facility
- the applicant is the guaranteed lender or the exporter, and
- the applicant is signing the application but the borrower is committing to pay the commitment or facility fee.

**[Letterhead of Borrower]**

Date \_\_\_\_\_

Export-Import Bank of the United States  
811 Vermont Avenue, N.W.  
Washington, D.C. 20571  
Attention: Vice President – Trade Finance and Insurance Division

[Lender]/ [Exporter]<sup>1</sup>  
[Address]

Re: Undertaking with Respect to EXIM Commitment/Facility<sup>2</sup> Fees

Ladies and Gentlemen:

On [date of EXIM Application referred to below], [Lender]/[Exporter]<sup>3</sup> submitted a Preliminary Commitment/  
Final Commitment<sup>4</sup> application form (the “EXIM Application”) to the Export-Import Bank of the United States in  
connection with the Lender’s proposal to extend financing to [Borrower] (the “Borrower”), to be guaranteed by EXIM, in  
support of the acquisition of the goods and/or services described below (the “Goods and Services”) for a Net Contract Price  
of U.S.\$ \_\_\_\_\_.<sup>5</sup>

Description of Goods and Services:  
\_\_\_\_\_ 6

In order to induce EXIM to provide its final commitment with respect to the transaction covered by the EXIM Application, the Borrower hereby undertakes unconditionally that, if EXIM issues a final commitment to provide its guarantee with respect to such transaction, the Borrower will pay or cause to be paid to EXIM a guarantee commitment fee (for a guaranteed loan) or the facility fee (for a credit guarantee facility), as the case may be, with respect to the transaction, whether or not the transaction is consummated (including, without limitation, whether or not any credit or facility agreement is executed or any promissory note is issued). [EXIM's commitment fee shall be paid on the uncanceled and undisbursed balance of the export financing credit that the Lender proposes to establish in connection with the transaction.]/ [EXIM's facility fee shall be determined as of the date of final commitment.]<sup>7</sup> The amount of the applicable fee or the basis for calculating the amount, and the payment dates, shall be specified in the relevant notice of final commitment delivered by EXIM to the Lender, with a copy to the Borrower.

1 Delete as appropriate.  
2 Delete as appropriate.  
3 Delete as appropriate.  
4 Delete as appropriate.  
5 Provide “Contract Price” on Goods and Services listed in Item 5 of the EXIM's Application.  
6 Provide “Goods and Services Description” on Goods and Services listed in Item 4 of the EXIM Application.  
7 Delete as appropriate.

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The Borrower acknowledges and agrees that[, unless the Borrower has canceled in writing any remaining undisbursed balance of the guaranteed loan, EXIM's commitment fee shall continue to accrue and become due and payable as described above during any period in which the Lender's utilization of the EXIM's guaranteed facility is suspended.]/ [the facility fee shall be due and payable as described above, notwithstanding cancellation of the relevant credit guarantee facility.]<sup>8</sup>

This undertaking with respect to the [commitment]/ [facility]<sup>9</sup> fees due to EXIM shall be governed by, and construed and enforced in accordance with, the laws of the State of New York.

Very truly yours,

[BORROWER]

By \_\_\_\_\_  
Signature  
Name \_\_\_\_\_  
Print  
Title \_\_\_\_\_  
Title

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<sup>8</sup> Delete as appropriate.

<sup>9</sup> Delete as appropriate.

## CERTIFICATIONS AND SIGNATURE

Please refer to the “Standard Certifications and Covenants for EXIM Applications” set forth in Form [EIB 18-CN](#), posted on the EXIM website at <https://www.exim.gov/tools-for-exporters/applications-forms/complete-list> (the “Standard Certifications”). **THE STANDARD CERTIFICATIONS ARE INCORPORATED INTO THIS APPLICATION AS IF FULLY AND DIRECTLY SET FORTH HEREIN.** When signing this application in the space provided below, the undersigned authorized officer signing on the applicant's behalf certifies and represents that he or she is fully authorized to sign on the applicant's behalf, and that HE OR SHE HAS READ the Standard Certifications referenced above **AND IS CERTIFYING AND COVENANTING**, as appropriate, to all of the certifications, acknowledgments and covenants set forth in the Standard Certifications.

Applicant further certifies that 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 set forth in this application or in the Standard Certifications, becomes untrue, or is discovered to have been untrue when made, Applicant will promptly inform EXIM of all such changes or discoveries. Applicant further understands that in accepting or approving this application, EXIM is relying upon Applicant's statements set forth in the application and in the Standard Certifications, and all statements and certifications to EXIM are subject to the penalties for false or misleading statements to the U.S. Government (18 USC § 1001, et. seq.).

I, \_\_\_\_\_, do hereby certify that I am the duly appointed and qualified \_\_\_\_\_  
(Title)

of \_\_\_\_\_ and that as such I am authorized to execute this application  
(Name of Applicant)

on behalf of \_\_\_\_\_.  
(Name of Applicant)

In witness whereof, I have hereunto signed my name this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Name of Applicant:

By: \_\_\_\_\_ (Authorized Officer)

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

Title: \_\_\_\_\_

Tel. #: \_\_\_\_\_

Email: \_\_\_\_\_

### 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 EXIM 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 EXIM 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. EXIM 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). EXIM 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 2 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 EXIM and the Office of Management and Budget, Paperwork Reduction Project, OMB# 3048-0014 Washington, D.C. 20503.