

# Applying for a Bank Guarantee Trade Finance

## It starts with a good preparation

This document provides an overview of the information you need before starting your application for a Bank Guarantee. This will ensure a smooth completion of the application form in one go. For security reasons, the application will automatically be terminated if you are inactive for more than 5 minutes.

### 1 The information below will help you complete the application correctly the first time

- Your account number
- Your statutory name (including legal form)
- The statutory name (including legal form) of the beneficiary
- The amount of the Bank Guarantee
- The type of Guarantee you wish to apply for. [Find out here which type of Guarantee best suits your situation](#). Tip: coordinate this carefully with the beneficiary.
- The wording we need to use. A standard text or your own text? Tip: discuss this carefully with the beneficiary.
- How you wish to cover the Guarantee. You can choose between credit money (balance on your current account) or a credit facility. We can only execute the order if you have sufficient funds in your account or credit facility.

Do you wish to cover the Guarantee with a credit facility, but don't have one yet? Then apply for a credit facility first, before applying for the Bank Guarantee. Without a credit facility, we cannot process your application. [Here you will find more information about opening a business account](#).

### 2 Also important to know

1. After completing the application on our website, you must download and print the application form.
2. Read the application form carefully and check whether the information you have provided is correct.
3. The application form must be legally signed by persons who are authorised or have power of attorney. In the case of joint signing authority, at least 2 persons must sign. Ensure that the correct authorised signatory is known to us and that his/her signature is registered with us.
4. Scan the signed application form and send it (as a PDF document) to [garanties@nl.abnamro.com](mailto:garanties@nl.abnamro.com). In the subject line, please state: SBG Application for standard Bank Guarantee – your company name – currency and amount.
5. We will keep you informed of the status of your application by email (upon receipt of the email, start of processing and when the Guarantee is ready).

### Do you have any questions?

Please call our advisers on +31 (010) 402 37 00. We will be happy to help you.