Raiffeisen Bank

Corporate Banking

User Manual

Internet Banking

Application to
propose bank guarantee

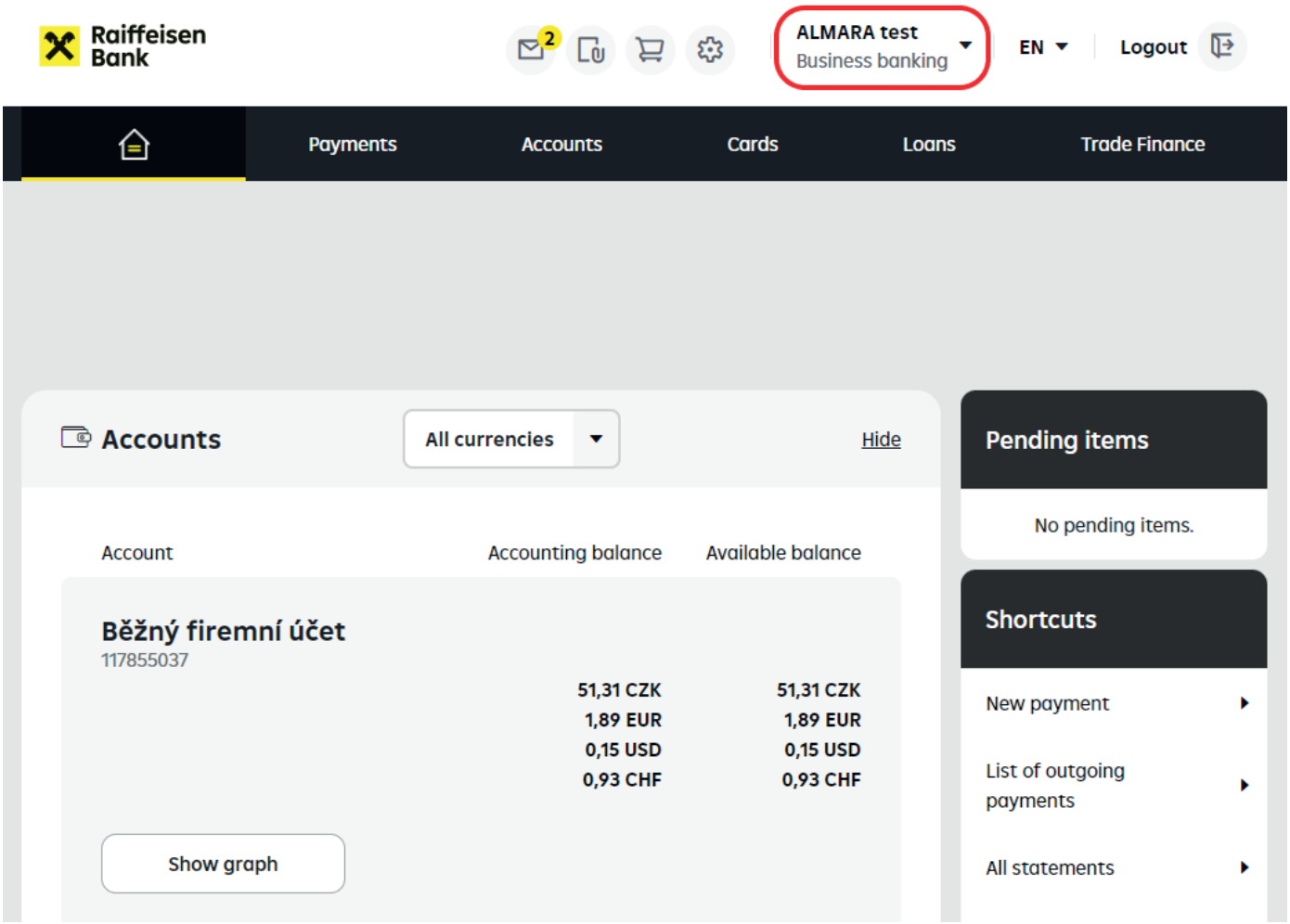
Applications for financing in Internet Banking

Internet banking allows for sending applications for financing without paper documents.
The service lets you conveniently work with the following products:

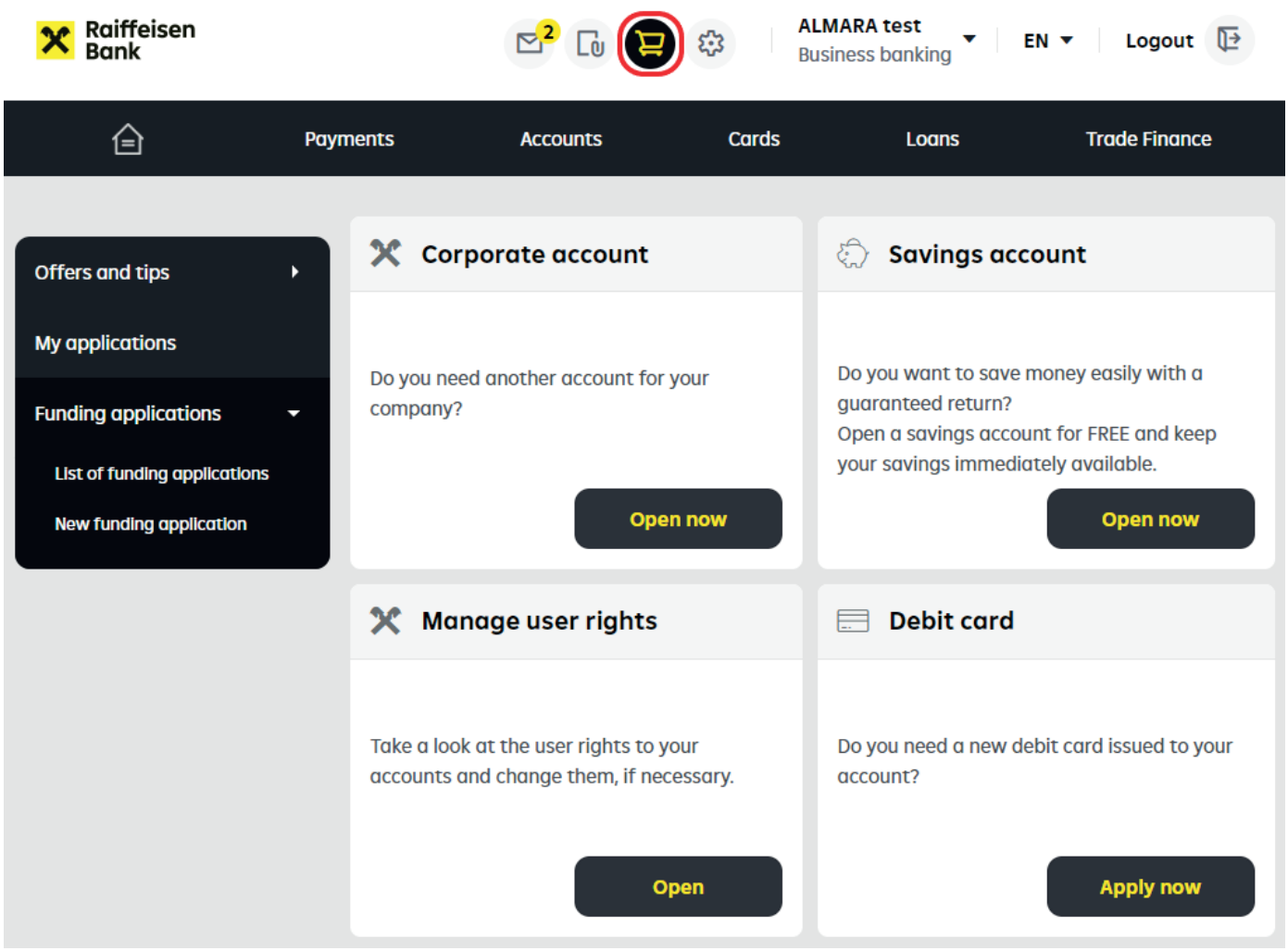
- **Overdraft facility** — drawdown request
- **Revolving loan** — drawdown request
- **Receivables** — offer to pledge / assign receivables
- **Instalment loan** — drawdown request
- **Bank guarantees** — draft bank guarantee / application to issue / amend a bank guarantee

Creating an application for a draft bank guarantee:

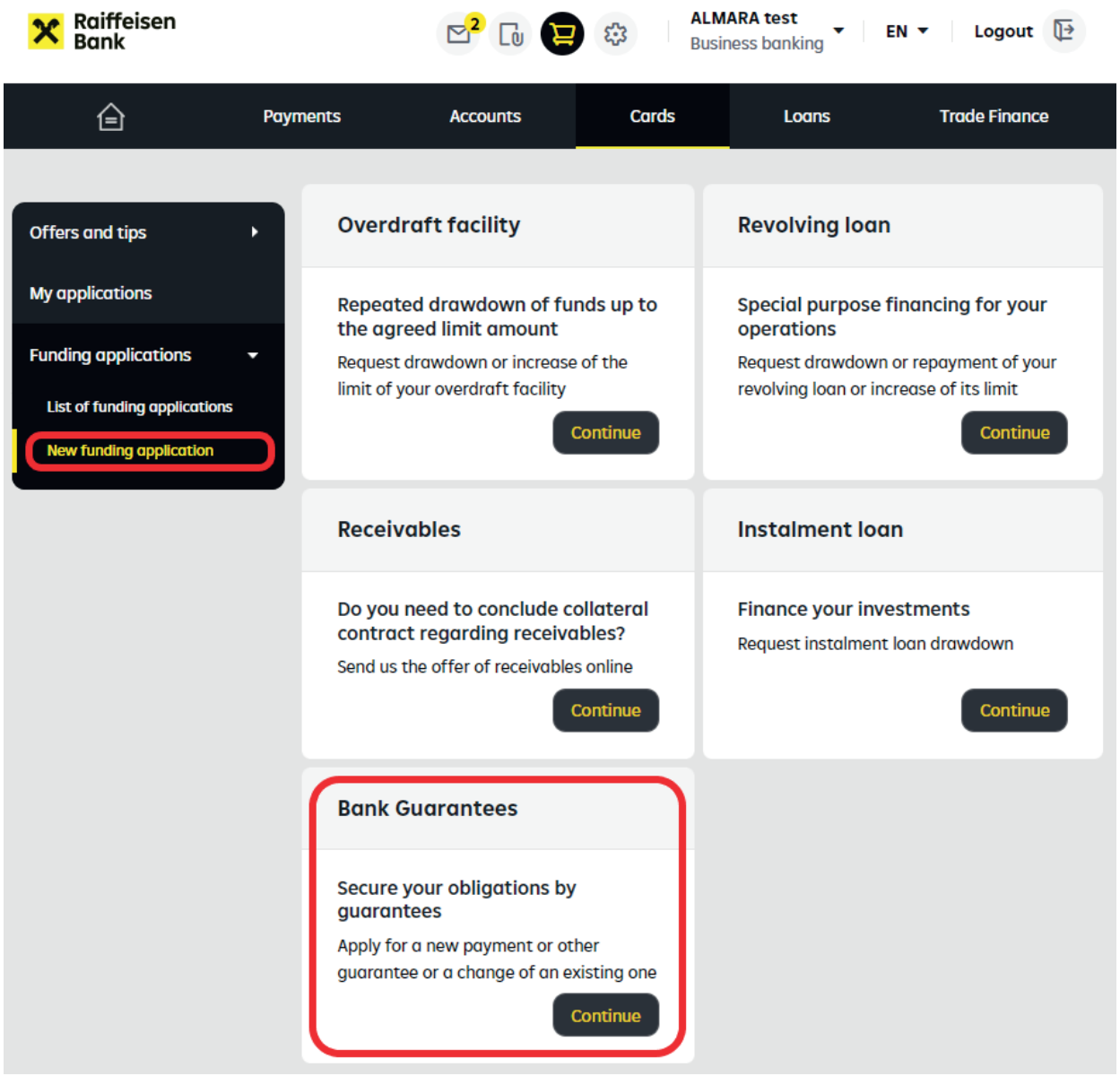
After signing in to internet banking, select the company through which you will apply for a draft bank guarantee in the top right part of the screen.



Online financing options are available under **Offers and Applications**.



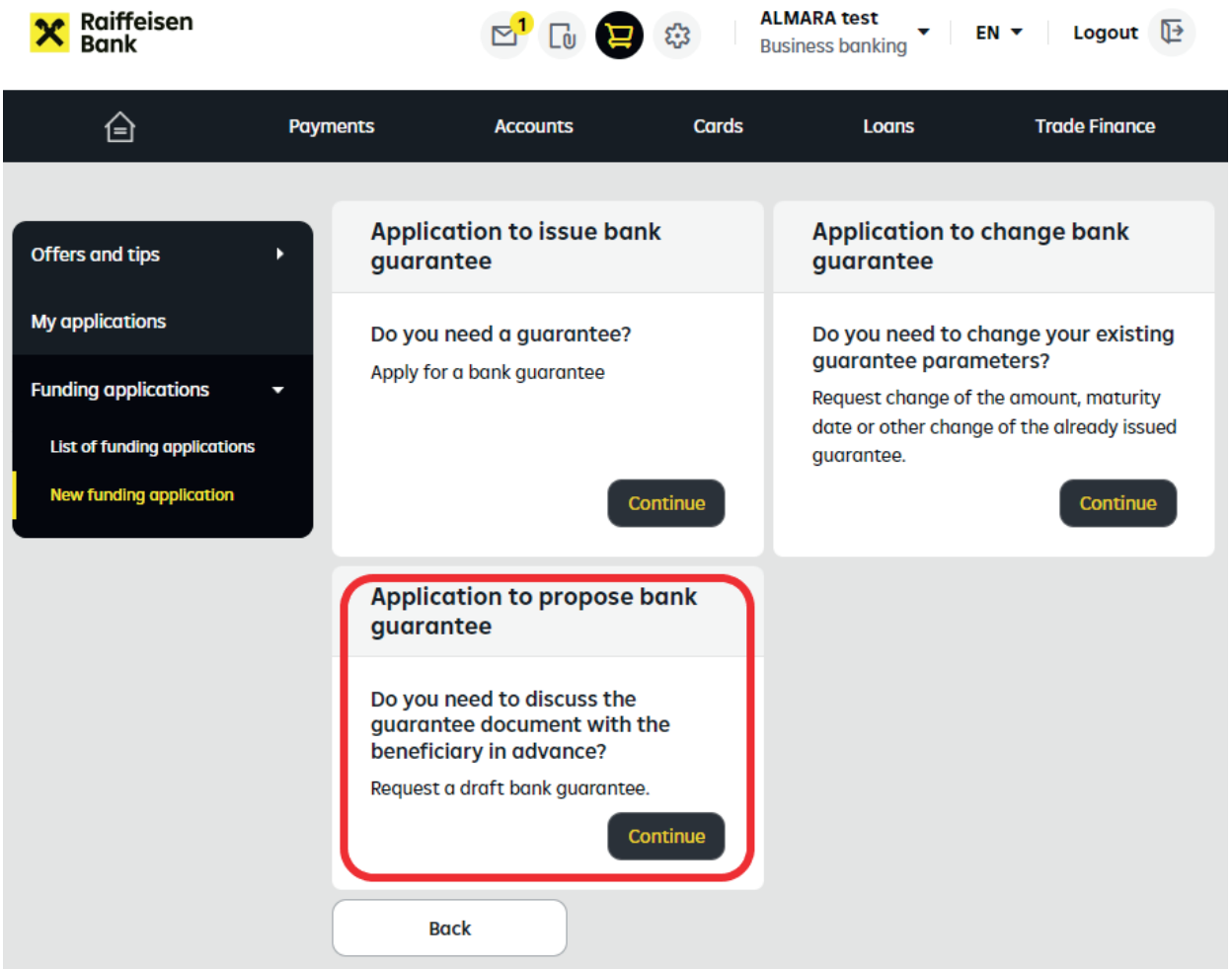
Select **New funding application** -> **Bank Guarantees** and choose the option you are interested in.



In this case, select the **Application to propose bank guarantee** tile.

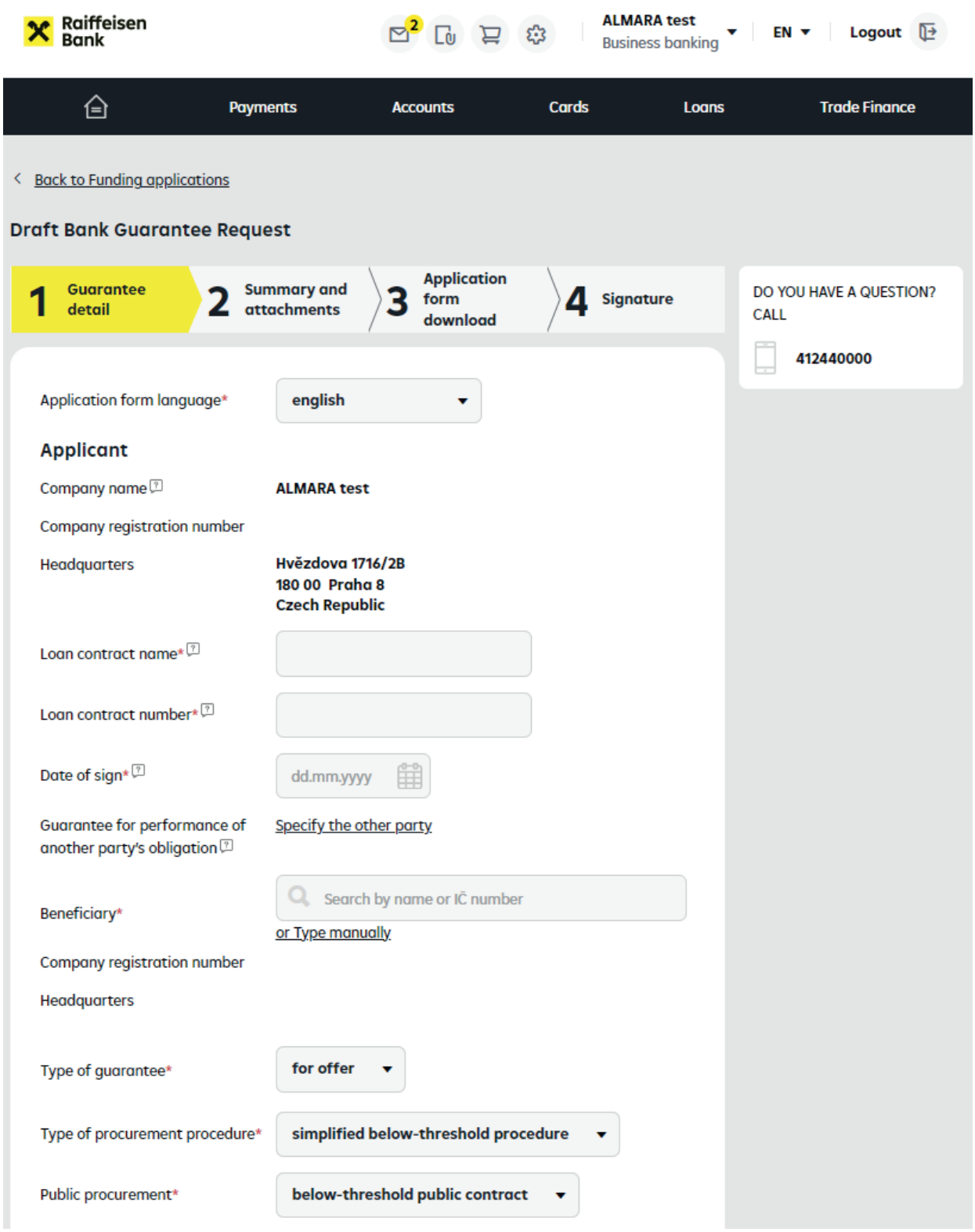
Use the application for a draft bank guarantee if:

- you need to discuss the draft terms with the beneficiary before the bank guarantee is issued
- you want to make sure that you submit the subsequent Bank guarantee application with the correct parameters



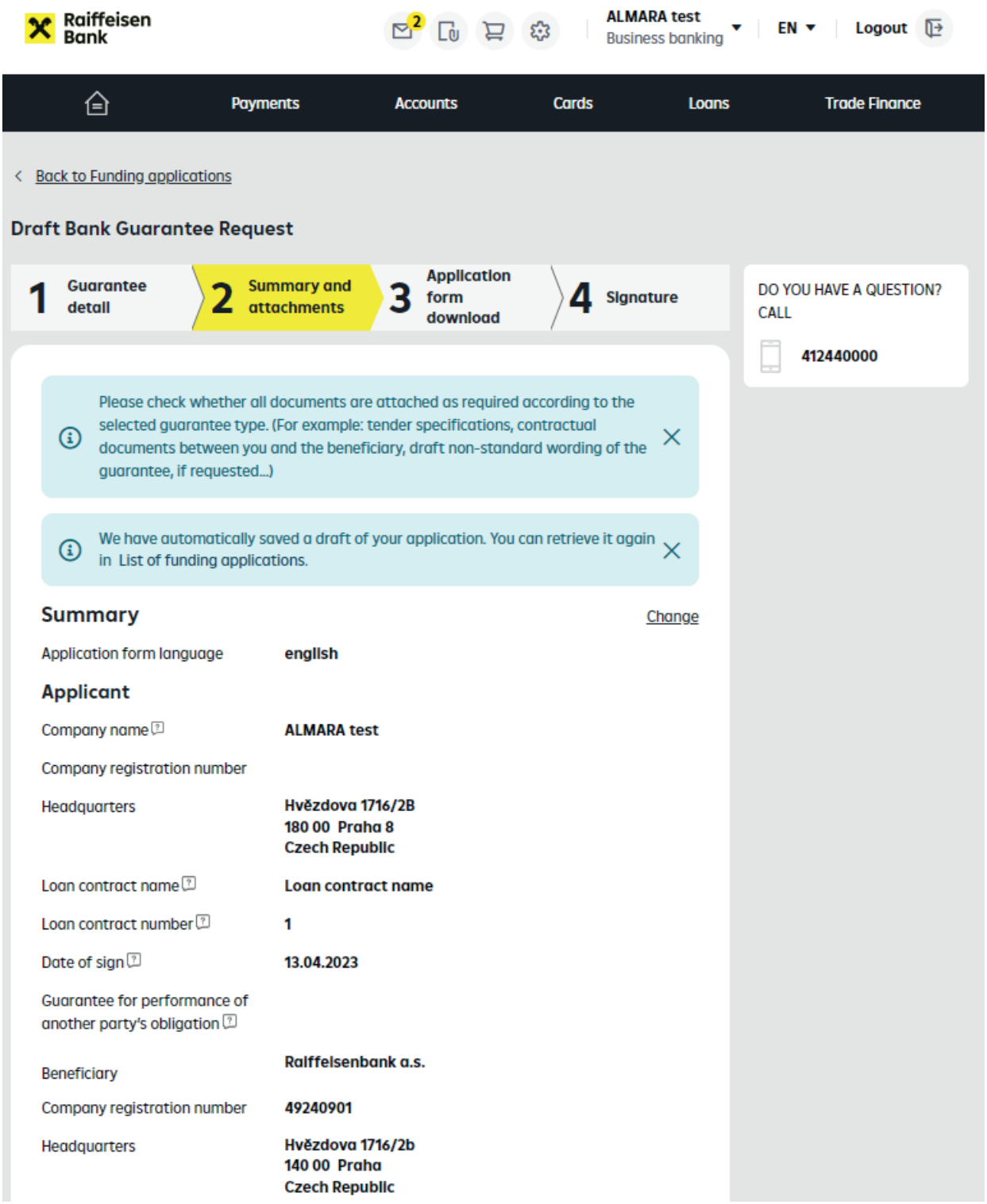
Draft Bank Guarantee Request.

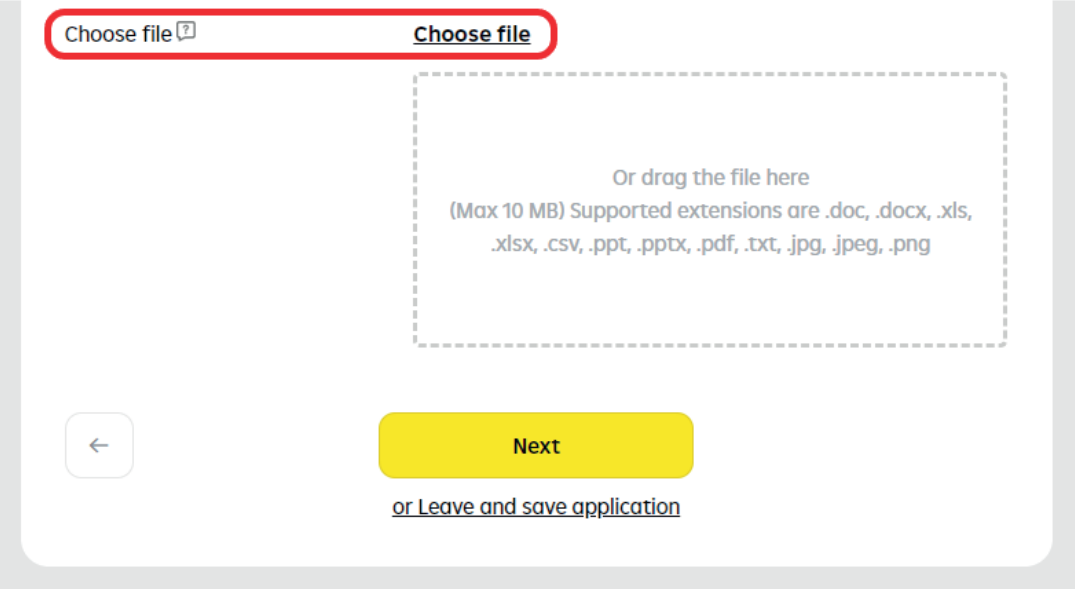
Complete all the fields in the form.
Items marked with an asterisk are required.
To get help for any of the form fields, click **"?"**.



Please check the entered data at step 2. Use the **Choose file** or drag and drop feature to insert the required attachments (such as the Tender documentation, Contract for work, Lease agreement).

Note: Open applications are continuously saved. You can find them conveniently in the **List of funding applications**.

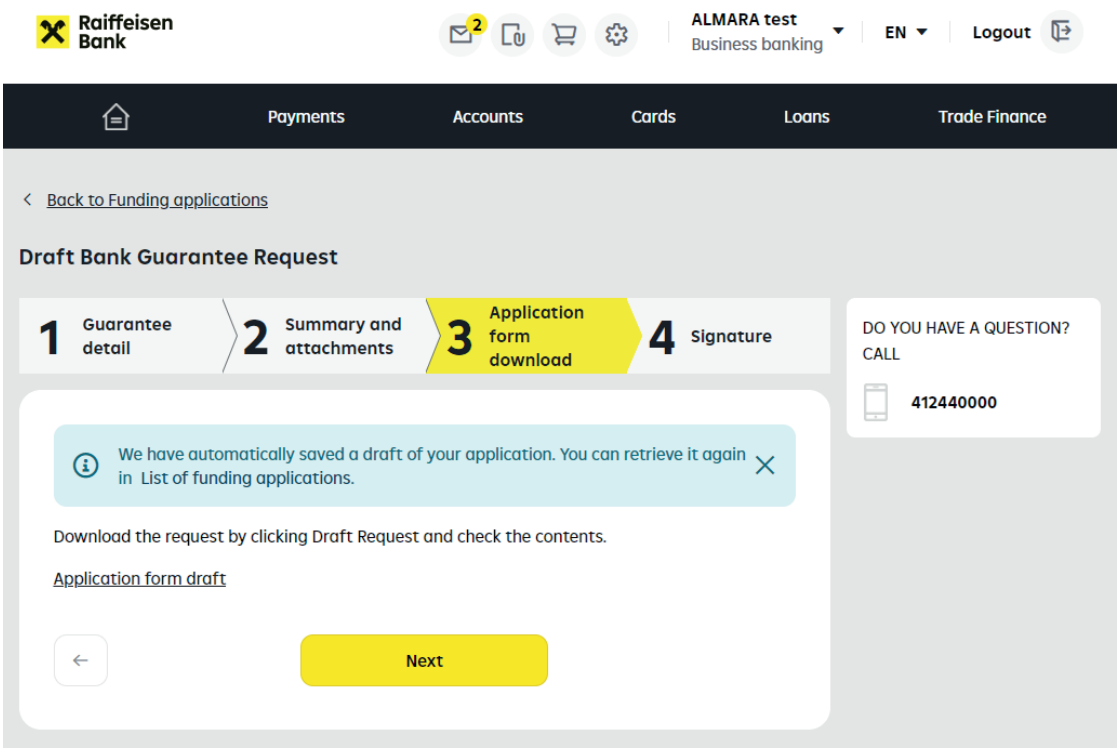




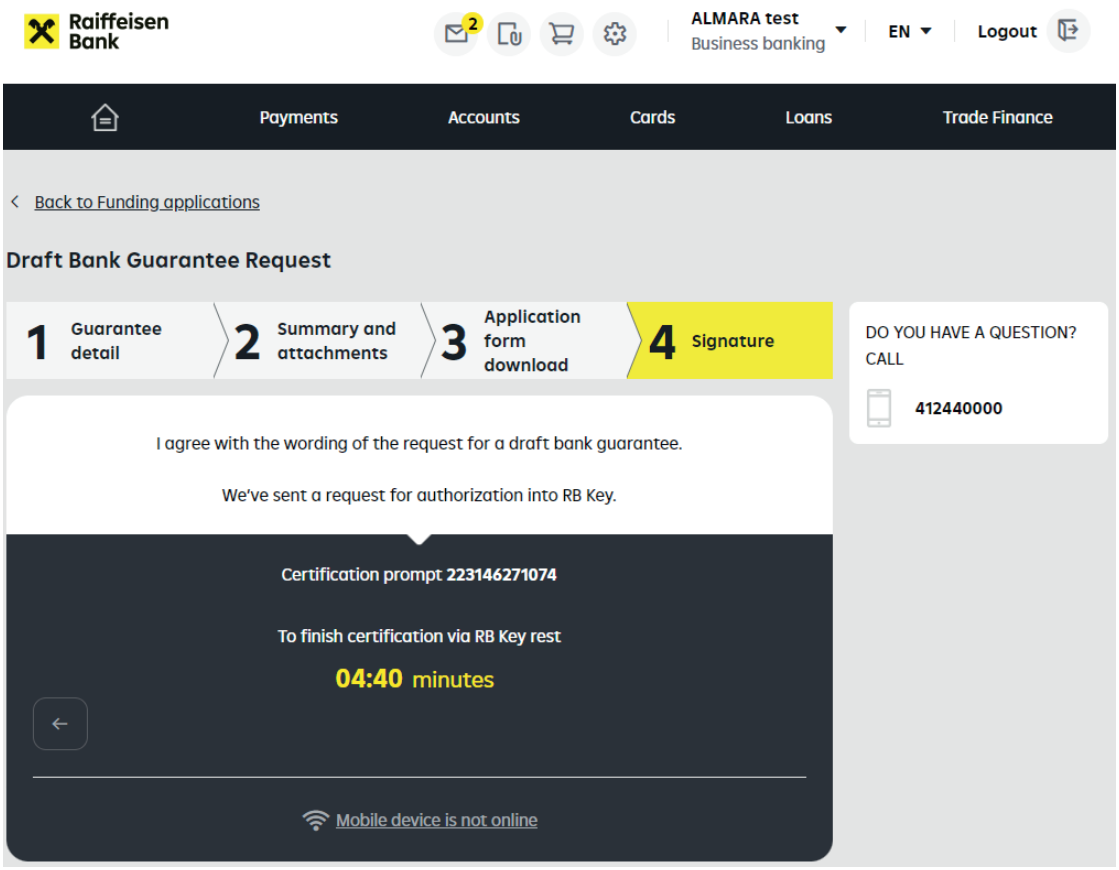
After checking the provided information and uploading attachments, click **"Next"** and download the prepared application as a PDF file.

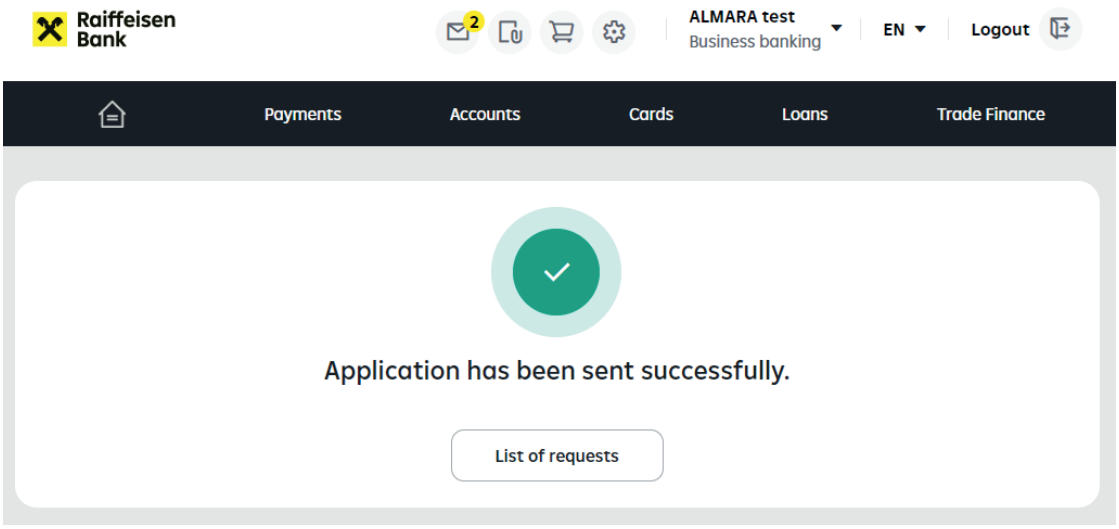
Applications for draft bank guarantees do not have to be electronically signed.

By clicking **"Next"**, you confirm that you wish to send the Draft Bank Guarantee request to the bank.

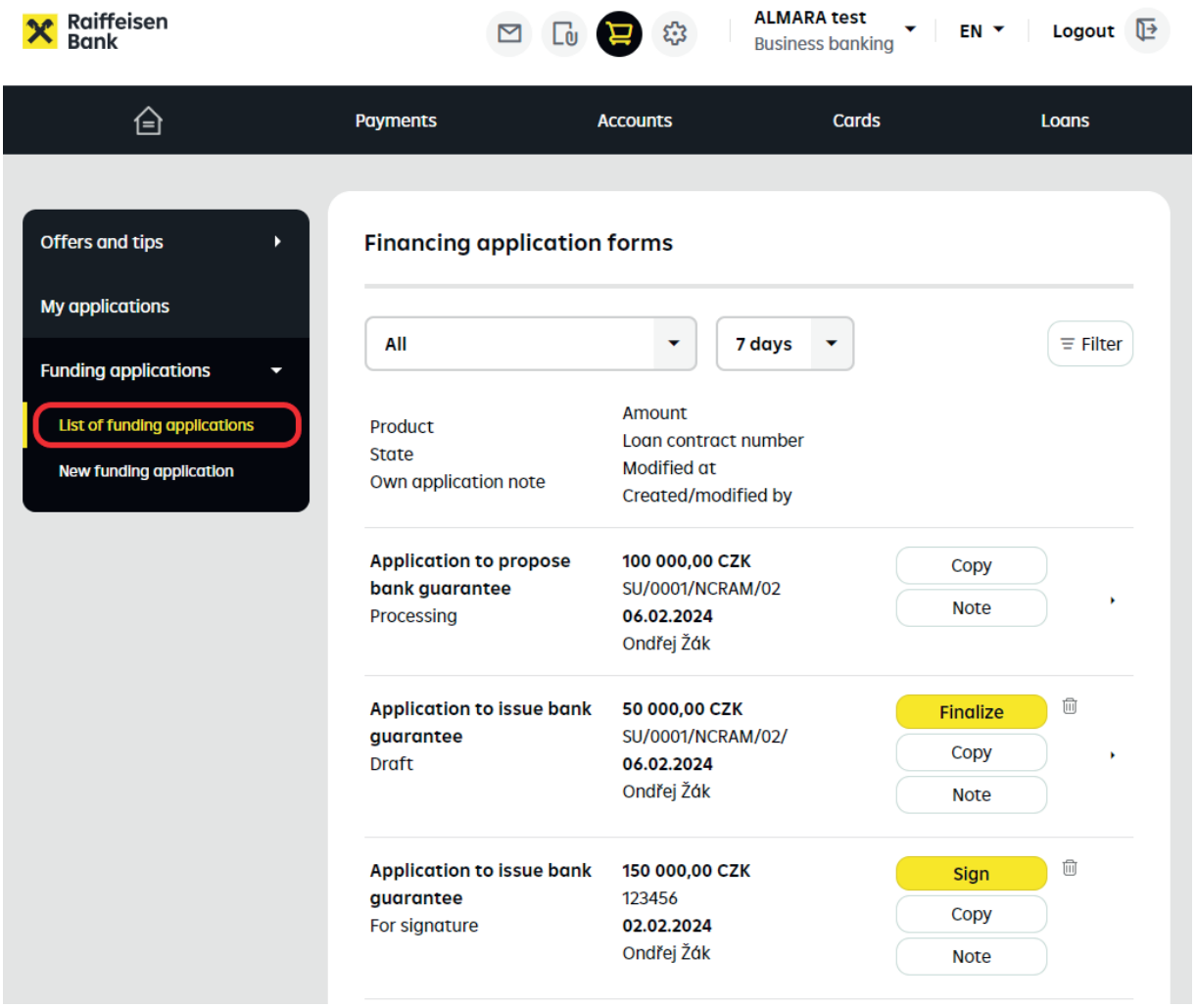


Certify your Application for Draft Bank Guarantee Request and send it to the bank for processing.



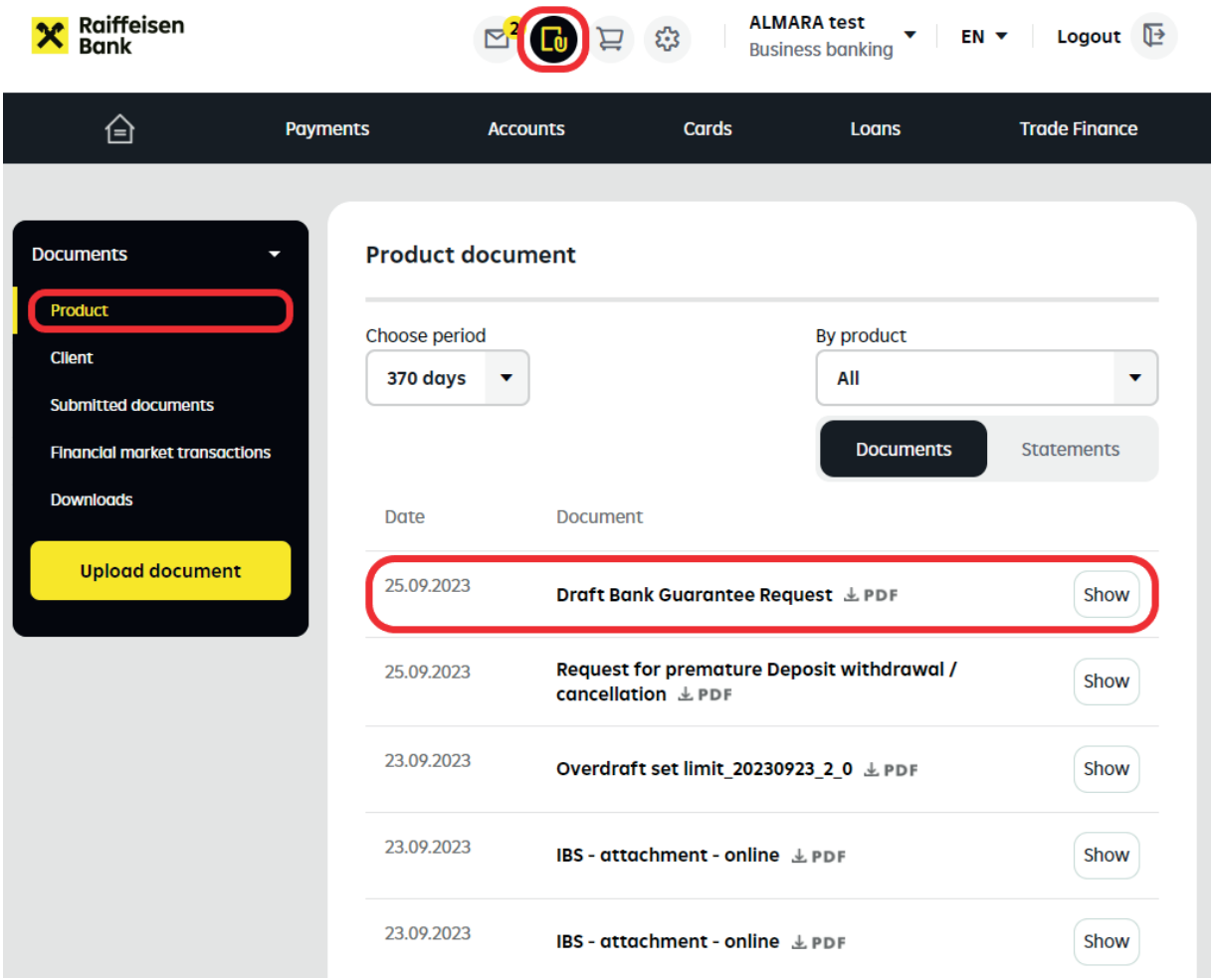
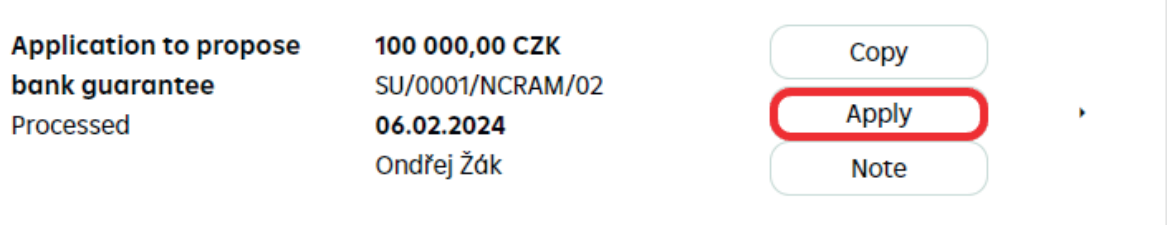


Sent applications are shown in **"List of funding applications"**.



This section lets you keep track of the **current status** of your application.

The draft wording of the bank guarantee is available in the Documents section in Internet banking and is also sent to the provided e-mail address.



If you agree with the wording, click **"Apply"** in the **List of funding applications** to activate the Bank guarantee application process. The Bank guarantee application can be completed in the standard manner (See the Application to issue bank guarantee).