

**INFORMATION SHEET**

**“FACTORING OPERATIONS”  
WITH RECOURSE**

**DETAILS OF THE FACTORING COMPANY**

**UBI FACTOR S.P.A.**

Company with sole shareholder UBI BANCA S.C.P.A.

Registered offices

*Via Fratelli Gabba, 1 – 20121 MILAN*

Telephone number which the client may contact for information and/or conclusion of contract: 02.7766.1

Fax number: 02.760000.09

E-mail: [pianificazione.marketing@ubifactor.it](mailto:pianificazione.marketing@ubifactor.it)

Website: [www.ubifactor.it](http://www.ubifactor.it)

Entered into the Register of Companies for Milan as No. 06195820151

Entered into the General Register of Financial Intermediaries as No. 28094

Entered into the Special Register of Intermediaries as No. 19048

Member of Assifact - *Associazione Italiana per il Factoring* [Italian Factoring Association]

Member of ABI – *Associazione Bancaria Italiana* [Italian Banking Association] - cod. 013565

***Box to be filled in only for offers made “out of office”, with the details of the INDIVIDUAL WHO ENTERS INTO THE CONTRACT WITH THE CLIENT***

Staff of UBI Factor S.p.A.

Surname and name \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

**WHAT IS FACTORING**

Factoring is a contract by which the factoring company acquires and/or manages credit, generally of a commercial nature, claimed by the client against a pre-defined group of debtors with the possibility of obtaining advances, either full or partial, on the consideration for the credit itself, or to transfer the risk of the failure to pay due to the insolvency of debtors.

The services, including financial and non-financial services, which constitute factoring also include the assessment of the credit standing of clientèle.

**Factoring with recourse**

Factoring operations involving the transfer to the factoring company of the risk of default or partial payment by the assigned debtors.

The acquisition of credits is notified to the assigned debtors; the client and the factoring company may decide not to notify the assigned debtors of the assignment. The client may limit itself to granting the factoring company a mandate for managing and collecting its own credits.

The use of this service permits the client to reduce internal management costs for its own commercial credit and to dispose of a source of financing.

### Risks on the client

If the assigned debtors do not pay, the client must return to the factoring company the sums advanced as consideration for the credits assigned, plus interest, fees and agreed commissions.

## APPLICABLE CHARGES

	ITEM	COST
<b>Interest rate on advances (with divider 365/366 for operations in Euros or with divider 360 for operations in currencies other than Euros)</b>	Nominal annual percentage rate on advances	5.250%
	Nominal annual percentage rate on arrears	5.750%
	Actual annual percentage rate on advances	5.875%
<b>Arrears</b>	Interest rate on arrears	Reference ECB rate +7.000% (Legislative decree 231/02)
<b>Commissions</b>	Flat rate commissions gross with recourse	6.00%
	Monthly commissions gross with recourse	1.00%
	Flat rate commissions net with recourse	6.00%
	Monthly commissions net with recourse	1.00%
	Flat rate commissions for advances on future credits	2.00%
	Commissions for international bank transfers	0.10%
	Plus factoring commissions	0.50%
	Flat rate commissions for management and collection mandate	4.00%
<b>Fees</b>	Fixed quarterly fees for maintenance of relationship	€ 1,500
	Fixed quarterly fees for administrative management of relationship	€ 1,000
	Preliminary treatment of procedure and contract registration fee	€ 1,000
	Fees for renewal of procedure	€ 1,000
	Debtor assessment fees	€ 300
	Quarterly account maintenance fees	€ 180
	Document handling fees	€ 20
	Fees for the recall of promissory notes, bills and/or other means of collection both paper and electronic	€ 25
	Fees for extensions to expiry of promissory notes, bills and/or other means of collection.	€ 25
	Fees for outstanding amounts on promissory notes, bills and/or other means of collection both paper and electronic	€ 25
	Fees for outcome inquiry on promissory notes and bills	€ 25
	Fees for notification of communications to debtors	€ 5
	Days discount for payment by direct remittance	2 days
	Days increase in credits	365 days
	<b>Value dates</b>	Value date for payment receipt and account credit
Value date applied for disbursements by bank transfer		2 days
Value date for payment receipt and account credit in the form of discount or credit, subject to payment by debtor, by electronic means of payment (direct debit, collection order, payment against notice)		6 days
Value date for payment receipt and account credit by bills (promissory notes and drafts) in the form of discount or credit, subject to payment by debtor, or deferred to after collection.		10 days

The charges incurred by the Factoring Company for the dispatch of information and communications, will be proportionally and properly debited to the Client.

The forwarding of communications by the Factoring Company concerning the unilateral modification of the economical condition will be free of charge for the Client.

Concerning the requests of documentation for single individual operations, the Client has the right to obtain, at his charge and within 90 days, copy of the documentation for operations performed in the last ten years. Only the costs arisen for the production of this documentation can be debited to the Client.

In addition to the charges specified above, it is necessary to add the reimbursement of expenses and out-of-pocket expenses incurred by the factoring company, such as for example: bank charges, postage, legal fees and credit recovery fees, fees for collection through third parties, payment of stamp duty on promissory notes, accounting documents etc. and VAT where due, fees for extracts from the land register, for the registration of real securities (pledge and/or mortgage) where required for the purposes of financing activity, as well as solicitor's fees for the performance of such operations.

The Key to this Information Sheet describes the most significant items contained in the above table.

The **ACTUAL OVERALL AVERAGE RATE** (TEGM - *Tasso Effettivo Globale Medio*) provided for pursuant to Article 2 of the law on usury (law No. 108/1996), published every three months by the Ministry for the Economy and Finance, relating to factoring operations may be consulted at the offices and on the website ([www.ubifactor.it](http://www.ubifactor.it)) of the factoring company.

## WITHDRAWAL, TERMINATION OF RELATIONSHIP AND CREDITS

### **Withdrawal**

The Client and the Factoring Company may withdraw from the contract at any time, without penalties and any relationship closure fees.

If the Factoring Company unilaterally amends the contractual terms and conditions, where this is permitted under the contract and provided that there are justified grounds for it, the Factoring Company must give the Client advance notice of at least 2 months. Amendments are considered to have been accepted if the Client does not withdraw from the contract, without any fees, within the starting date of the proposed unilateral modification.

### **Maximum time-scale for termination of relationship**

15 days

### **Complaints**

Complaints should be sent to the Complaints Office of the factoring company (UBI Factor S.p.A. - Ufficio Reclami - Via F.lli Gabba 1 20121 Milano; email address: [ufficio.reclami@ubifactor.it](mailto:ufficio.reclami@ubifactor.it) which shall respond within 30 days of receipt.

If the client is not satisfied or has not received an answer within 30 days, before initiating court action he should contact the:

- Banking and Financial Arbitrators (BFA). For details on how to contact the Arbitrators please consult the website [www.arbitrobancariofinanziario.it](http://www.arbitrobancariofinanziario.it), ask at one of the branches of the Bank of Italy, or ask the factoring company.

The practical guide summarising the information on Banking and Financial Arbitration and the form for applications for arbitration may be downloaded from the site [www.arbitrobancariofinanziario.it](http://www.arbitrobancariofinanziario.it) or from the site of the factoring company [www.ubifactor.it](http://www.ubifactor.it).

- Arbitrator in Banking Disputes, located in Via delle Botteghe Oscure, 54 - 00186 Roma.  
In order to know how to address the Arbitrator in Banking Disputes you can visit the website [www.conciliatorebancario.it](http://www.conciliatorebancario.it). The Rules and Regulations of the Arbitrator in Banking Disputes is available at the Factoring Company and on the website [www.ubifactor.it](http://www.ubifactor.it). The Customer can address the Arbitrator in Banking Disputes also in absence of previous claims.

## KEY

<b>Flat rate commissions gross with recourse</b>	Commissions which remunerate the operations of the factoring company after the acquisition by the
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	same of credits, their financing for the client, their administrative management and collection, calculated on each individual credit assignment by the client to the factoring company on the overall value of the invoices assigned.
<b>Monthly commissions gross with recourse</b>	Commissions which remunerate the operations of the factoring company after the acquisition by the same of credits, their financing for the client, their administrative management and collection, calculated on the overall value of the invoices assigned on each individual credit assignment by the client to the factoring company, charged for each month of the envisaged duration of the credit starting from the time when the credit was taken over by the factoring company.
<b>Flat rate commissions net with recourse</b>	Commissions which remunerate the operations of the factoring company after the acquisition by the same of credits, their financing for the client, their administrative management and collection, calculated on each individual credit assignment by the client to the factoring company, on the overall value of the assigned invoices after deduction of the credit notes indicated.
<b>Monthly commissions net with recourse</b>	Commissions which remunerate the operations of the factoring company after the acquisition by the same of credits, their financing for the client, their administrative management and collection, calculated on the overall value of the assigned invoices on each individual assignment of credit by the client to the factoring company, and calculated on the overall value of the assigned invoices after deduction of the credit notes indicated at the same time as the assignment of the credits, charged for each month of the envisaged duration of the credit starting from the time when the credit was taken over by the factoring company.
<b>Flat rate commissions for advances on future credits</b>	Commissions which remunerate the operations of the factoring company after the acquisition by the same of credits reaching maturity with the client against the assigned debtor, their financing for the client, their administrative management and collection, calculated on the amount financed by the factoring company.
<b>Plus factoring commissions</b>	Commissions calculated as a % per month or part of a month to be applied to the balance of credits that have expired a pre-set number of days previously or, alternatively, per month or part of a month beyond the days agreed from the time when the credit was taken over by the factoring company, to be applied on the nominal value of the credit obtained on the last calendar day of the month.
<b>Flat rate commissions for management and collection mandate</b>	Commission which remunerates the services of management and collection by the factoring company, on behalf of the client, of the credits held by the latter against third parties, due in one single payment on conferral by the client of the mandate on the factoring company, calculated on the nominal value of the credits covered by the management mandate.
<b>Days discounted for payments by direct remittance</b>	Additional banking days compared to the expiry of the credits pending collection.

<b>Days increase in credits</b>	Days of expected delay agreed with the client compared to the natural expiry of the credits or the date of disbursement of the consideration by the factoring company to the client.
<b>Arrears</b>	Interest rate due for the delay in payment of a sum of money beyond the expiry.
<b>Fixed quarterly fees for maintenance of relationship</b>	Fixed flat-rate quarterly fee applied to the client in relation to the following aspects of the operations of the factoring company: fees for preliminary treatment of procedure, fees for renewal of procedure, account management fees, chamber of commerce and land register extract fees. This fixed fee may be applied only as an alternative to the application of the individual cost items contained within these items.
<b>Fixed quarterly fees for administrative management of relationship</b>	Fixed flat-rate quarterly fee applied to the client in relation to the following aspects of the administrative activity of the factoring company: fees for assignment form, document handling, handling of promissory notes and other means of collection, fees for the recall, extension of maturity and outstanding amounts on promissory notes and other means of collection, for outcome inquiries on promissory notes and other means of collection, debtor assessment fees, postage. This fixed charge may be applied only as an alternative to the application of the individual cost items contained within these items.
<b>Document handling fees</b>	Fees for handling by the factoring company of each document presented and/or issued by the client (e.g. invoices, credit notes, promissory notes and other means of collection).
<b>Interest rate on advances</b>	Periodical consideration due by the client to the factoring company in view of advances disbursed by the latter, as well as on reductions from payments due by the client to the factoring company, unless paid at sight.
<b>Nominal annual interest rate on advances</b>	Annual interest rate, expressed as a percentage, used in order to calculate in advance the interest due from the client. Interest is calculated in advance for the operations in which the client and the factoring company have agreed to payment of the consideration for the assignment in the form of a discount or actualisation, taking into account respectively the contractual date of expiry of the claim or of the term agreed for collection of the claim, where different from the original term for expiry.
<b>Nominal annual interest rate on arrears</b>	Annual interest rate, expressed as a percentage, used in order to calculate periodically the interest due from the client or from the debtor on the sums used. The interest is due from the client or the debtor to the factoring company in view of the advances disbursed by the latter, as well as on reductions from payments due by the client to the factoring company, unless paid at sight, or the granting by the latter of an extension to payment of the debt. The interest, calculated on an annual basis, is capitalised on a quarterly basis in arrears.
<b>Actual annual interest rate on arrears</b>	Indicator expressed in percentage terms, corresponding to the nominal annual interest rate resulting from the part-yearly capitalisation on a quarterly basis as resulting from the following formula: $\{[1+T_r/(N \times 100)]^N - 1\} \times 100$ where $T_n =$

	nominal annual interest rate and N= number of capitalisations per year.
<b>Value date</b>	Date of debit or credit of a sum of money on which interest is accrued.