

Refund Of Cash Guarantee

FORM 23

JAFZA Operations Dept.
Bank / Cash Guarantee Section
LOB 14, Jebel Ali, Dubai

SUB: Refund of Cash Guarantee

Dear Sir,

Please refund the cash guarantee paid through the following receipts for:

Company: _____	A/c No. _____
Payment Receipt No.	Amount
1. _____	_____
2. _____	_____
3. _____	_____
Total _____	_____

Please transfer the above amount to:

Company Name: _____
Portal Account: _____ Bank Account: _____

Thank you,	Account Name: _____
Yours Faithfully,	Bank Account No.: _____
(Company Name) (Official Stamp)	IBAN Code: _____
(Authorized Signature)	Bank Name: _____
(Name of the Authorized Signatory)	Branch: _____
Enclude: Original Payment Receipt	Emirate: _____
Photocopy of the Bank Statement	

Instructions (strictly):

1. Customer must ensure that sufficient balance of cash guarantee must be available equal to the face value of payment receipt amount.
2. No partial refund of cash guarantee of a single payment receipt.
3. No need to submit any cancellation paper along with this request. Such request must be submitted to the cancellation dept. and clear the records.
4. Attach original payment receipts and photocopy is not acceptable to avoid duplication of claim.
5. Attach photocopy of bank statement for the authentication of the bank account and internet bank statement is not acceptable.
6. Customer must clear any outstanding amount payable to JAFZA.
7. Cash Guarantee will be transferred only to the account of operating company name (as per the receipt) and not to any other company or personal account. No Cash or Cheque payment.
8. In case the company is terminated, please provide the Clearance letter from the Commercial Registration Department in addition to the required documents.