

**Reimbursement application
for damaged EUR/DEM-banknote(s)/-coins(s)**

Application number (for H 313 use only)

Applicant Mr Mrs

Surname, first name or company/public authority

Country

Street, house number or PO Box

Post code

Town/city

Telephone number¹

E-Mail adress¹

requests in his/her own name in the name of the owner specified below from whom I have written authorisation

Surname, first name or company/public authority

Country

Street, house number or PO Box

Post code

Town/city

the exchange of the enclosed damaged

in the amount of _____

by transfer/remittance

IBAN (International Bank Account Number)

BIC (Business Identifier Code)

Name and domicile of the credit institution

Account holder (only if the name is different to that of the applicant)

or cash settlement via Bundesbank branch _____

Important!

- Please include all banknote pieces, even the smallest of pieces. Heavily mutilated banknotes (e. g. charred or burnt banknotes) should be carefully packed so as to prevent further damage. Please let us know if the money has come into contact with harmful or allergenic substances and provide us with details regarding the nature and the potential threat of the substances. Pre-marked banknotes should be placed in individual film pockets.
- I/We confirm receipt of the attachment to the reimbursement application. I/We adopt the declarations on the completeness and correctness of the information as well as the declaration for applicants residing abroad.
- **The privacy notice for reimbursement applications for damaged banknotes and coins can be found on the Deutsche Bundesbank's website at: <https://www.bundesbank.de/en/tasks/cash-management/damaged-money/privacy-notice-785132>**
- The application should be sent to the nearest Bundesbank branch or directly to **Deutsche Bundesbank, H 313, Hegelstrasse 65, 55122 Mainz, Germany.**

Please specify the cause of damage in the space below (mandatory):

Enclosures

For pre-marked banknotes:

attestation from investigating authority

In the case of harmful substances:

details regarding the nature and therat

For banknotes damaged by anti-theft devices:

material safety data sheet

Place, date

Applicant's signature



¹ voluntary field

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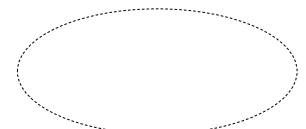
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Mark with a cross or complete

Annex to reimbursement application for damaged banknotes and coins

Declarations by the applicant

1 Declaration on the completeness and accuracy of the information provided

To ensure the orderly processing of a reimbursement application, I/we must provide complete and accurate information regarding, amongst other things, the cause of the damage and, where applicable, the whereabouts of missing pieces of the banknotes/coins. These circumstances are relevant to the reimbursement decision. By providing detailed information, I/we will avoid having to respond to further questions and thus prevent unnecessary delays in processing the application. If I/we do not provide such assistance in clarifying the situation and it would be possible and reasonable for me/us to do so, this may mean that the Deutsche Bundesbank will not take account of facts that would be favourable to me/us in its decision.

In light of these circumstances, I/we confirm that the information I/we have provided is correct, complete and accurate. This also applies if an employee of the Deutsche Bundesbank has filled in the reimbursement application based on the information provided by me/us and has given me/us the application to sign and submit.

2 Declaration for applicants domiciled abroad, with their habitual residence, registered office or management board located outside the Federal Republic of Germany

Instruction to name an authorised recipient (Section 15 of the Act on Administrative Procedures (Verwaltungsverfahrensgesetz)):

In submitting a reimbursement application, I/we confirm that, in view of my/our place of domicile, habitual residence, registered office or management board being located outside the Federal Republic of Germany, the Deutsche Bundesbank has instructed me/us to name an authorised recipient in the Federal Republic of Germany no later than two weeks after the date of application and to send this name in writing to Deutsche Bundesbank, Nationales Analysezentrum, Postfach 3009, 55020 Mainz, Germany, or email it to bbar@bundesbank.de, making reference to the application. I/we are aware that a letter addressed to me/us is deemed to have been received seven days after posting and a document sent electronically is deemed to have been received three days after sending if I/we do not name an authorised recipient in the Federal Republic of Germany. I/we are also aware that this does not apply if it is evident that the document did not reach me/us or reached me/us at a later date.