

EMPLOYEE CLAIM REGISTRATION

with regard to Bank Hottinger & Cie Ltd in liquidation

Bankruptcy proceedings: 26 October 2015

Personal data:

1 Surname / first name _____
Date of birth _____ Social security no _____
2 Nationality _____
3 Address _____
Zip code _____ Town _____ Country _____
Phone _____
E-mail _____

Information regarding the employment relationship:

4 Employment contract terminated ☐ Yes, date _____ by _____
☐ No
5 Expiry of notice period _____
6 Release from work as of _____
7 Subject to tax at source (yes/no) _____

Claims:

8 Periodical salary claims and allowances:

Claims in CHF	October 2015	November 2015	December 2015	January 2016	February 2016	March 2016	April 2016	Total
Gross salary								
13 th salary								
Expense allowance								
Expenses (according to enclosure)								
Child/education allowances								
Other remuneration								
Other remuneration								

9 Other claims:

- Vacation balance (as per end of notice period):

Balance (days) _____ at the rate of CHF _____/day total CHF _____

- Overtime:

Balance (hours) _____ at the rate of CHF _____/hour total CHF _____

- Further claims (such as long-service award, costs of continuing education, etc.):

Nature _____ Amount CHF _____

Nature _____ Amount CHF _____

Information regarding insurance payments / substitute income:

10 Registered with unemployment insurance ☐ Yes, date _____ ☐ No

Insurer: _____

11 Applied for insolvency compensation ☐ Yes, date _____ ☐ No

12 Took up new employment: ☐ Yes, date _____ ☐ No

Earnings from new employment relationship (gross monthly income until end of employment, according to no 5 above)

November 2015	December 2015	January 2016	February 2016	March 2016	April 2016

Remarks:**Enclosures:**

- ☐ Copy of employment contract with Bank Hottinger & Cie Ltd
- ☐ Salary journal 2015
- ☐ Expense reports
- ☐ Evidence for substitute income (new employment contract)
- ☐ _____

Date: _____

Signature: _____

The claim registration has to be submitted until **30 November 2015** (date of postmark of a Swiss post office) at the latest to:

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