BANKRUPTCY

INFORMATION AND DOCUMENTS TO BE PROVIDED

Name and Surname

Phone number

Bank account number IBAN

Member of the OGBL yes ☐ no ☐ OGBL number (new member)

Documents to be provided (copies)

- ☐ employment contract and possible amendments
- ☐ pay slips for the 6 months prior to the bankruptcy and for the month of the bankruptcy (if received)
- ☐ bank statements of salary payments for the 6 months prior to the bankruptcy
- ☐ OGBL membership card (if applicable)
- ☐ cross-border workers: bank account details (RIB)

Were you ill or in internal redeployment at the time of the bankruptcy?

internal reclassification no ☐ yes ☐ → decision of the Mixed Commission
illness no ☐ yes ☐ → sickness certificate(s),
→ if applicable, letter CNS conc. taken over

Attention: *in the case of internal reclassification, the* ***deadline*** *for referring the matter to the Joint Committee with a view to external reclassification is only* ***15 days****.*

Is the information on your pay slips correct?

yes ☐ no ☐ → please rectify the erroneous information

Address
Matricule
Profession
Seniority

What are the arrears due?

Salaries due no ☐ yes ☐ → please specify

Overtime no ☐ yes ☐ → please specify

Annual leave no ☐ yes ☐ → please specify

Bonus(es) no ☐ yes ☐ → please specify

Remarks

As soon as your declaration of claim is ready, we will contact you to give you the necessary instructions.

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