**Appendix 2: Recovery of claim template**

**Declaration of claim template**

So that the payments can be made, the beneficiary must provide the S0.1 Unit with a declaration of claim on the organisation’s headed paper, duly dated and signed for each instalment:

DECLARATION OF CLAIM

I, the undersigned [first name and surname of the manager], representing [full name of the organisation], declares that the Belgian State, FPS Foreign Affairs, owes the aforementioned organisation the amount of [amount in EURO in digits and letters], as [first/second/…] instalment of the grant that it has awarded us for the implementation of the project [full name of the project + S0.1 reference number]. Please pay this amount into the bank account number [\*\*\*] of the bank (name + address + IBAN and BIC/SWIFT codes).\*

\**Please note that bank account number must be identical to the one included in the project proposal and referred to in the Royal Decree. Reasons must be given for the use of another number.*