Mr .Khalil Al Mansouri

 Acting Director General

 Abu Dhabi Exports Office

 King Abdullah bin Abdulaziz Al Saud Street

P.O.Box 814, As-Bateen Area, Abu Dhabi, United Arab Emirates

[Date]

Re: [Name of the Relevant Transaction] (“The Project”)

Dear Sir,

We are writing to request Abu Dhabi Exports Office (“ADEX”) to provide financing in respect of the Project in [Relevant Country].

We would like to request that ADEX provide a combination of (i) Direct Loan Facility and (ii) Guarantee in the amounts of [Amount] and [Amount] respectively, based on the terms and conditions attached hereto, and subject to reaching an agreement on mutually satisfactory finance documents.

With regard to more specifics about the Project, please refer to previously submitted documents.

The undersigned certifies that the facts stated in this application and any attachments hereto are true and correct, and that the applicant has not omitted any material facts as of the date of this application.

Yours sincerely,

For and on behalf of [the Applicant]

[Name]

[Position]

[Company Name]

Attachment: Financing Terms and Conditions Requested

**[Attachment]**

Financing Terms and Conditions Requested

* **Direct Loan Facility**

|  |  |
| --- | --- |
| **Tenor** | Up to [•] years |
| **Amount** | Up to [Amount] |
| **Base Rate** | [e.g. USD XX% or Libor 6M] |
| **Margin**  | [•]% per annum |
| **Management Fee** | [•]% flat |
| **Commitment Fee** | [•]% per annum |
| **Prepayment Fee** | [•]% flat |

* **Guarantee**

|  |  |
| --- | --- |
| **Tenor**  | Up to [•] years |
| **Amount** | Up to [Amount] |
| **Coverage** | [e.g. 100%] |
| **Guarantee Premium** | [•]% flatThe full amount of the premium should be paid by the borrower to ADFD prior to the first utilization of the loan. |
| **Management Fee** | [•]% flat |