



## INFORMATION

To the reclaim or transfer of the overpayment on the contractual current account run by Invitech ICT Services Kft.

The form is used to initiate the transfer or reclaim of an overpayment on one of the Applicant's contractual current accounts to another contractual current account.

The reason for submitting the request must be indicated in the appropriate box. If you request both transfer and reclaim, you need to tick several appropriate boxes.

If the payment has not been made by the Applicant, a form filled in jointly by the parties concerned and containing the Billpayer's details must be submitted for repayment to the Billpayer.

In case of transfer, please indicate from which contractual account to which contractual account you want to transfer your overpayment.

In case you have overpayment on several contractual accounts, please list all the contractual account numbers showing the overpayment and give the total amount of the overpayments shown on them.

If a refund is initiated, all contractual account numbers containing the overpayment and the total amount of the overpayment must also be provided.

If you request the refund to a national bank account, you must indicate the number of that bank account.

A resident legal person pursuing some business activity, a company without legal personality, a taxable person subject to the simplified corporate taxation system, an individual liable to pay VAT, including a private entrepreneur, may request return of the reclaimed amount only to their domestic current account. A specimen signature and a current incorporation document are required to complete the refund transfer.

We will meet the refund and/or transfer request within **30 days** of receipt. If supplementary information needs to be submitted, but the Applicant fails to satisfy the relevant request, we will examine whether the request is justified on the basis of the available documents.

**Please note that making the refund is conditional on the payment of the fees due by the date of submission of the refund request, furthermore, that the Applicant does not have any fees payable and outstanding over 20 days at the time of submission of the request.**

The application, duly completed and signed by the Applicant and, if necessary, by the Billpayer, may also be submitted by post or in scanned electronic (PDF) form retaining its original image form, at the contact details provided at the bottom of the Invitech Customer Service page.

Invitech ICT Services Kft.