

To the Secretariat of the International Turkic Arbitration at the "INTERNATIONAL MEDIATION CENTRE" Republican Public Association

Address: 5/1-13 Respublika Ave., Astana, Republic of Kazakhstan

Claimant: [Name of LLP / JSC or Full Name of the Individual]

BIN / IIN: [9 or 12 digits]

Address: [Postal code, city, street, building, office/apartment number]

Telephone / Email: [+7... / info@...]

Respondent: [Name of LLP / JSC or Full Name of the Individual]

BIN / IIN: [9 or 12 digits]

Address: [Actual and legal address]

Telephone / Email: [+7... / info@...]

Amount in Dispute: [Amount in figures and words] Tenge

Registration Fee: [Amount] Tenge

STATEMENT OF CLAIM

On «» _____ 202, the Claimant and the Respondent entered into Contract No. ____ (hereinafter referred to as the "Contract"), pursuant to which the Claimant undertook to [describe the obligation: supply goods / perform works], and the Respondent undertook to accept and pay for them in the amount and within the timeframes established by the Contract.

The Claimant has performed its obligations in full, as evidenced by the Certificate of Completion / Waybill No. ____ dated «» _____ 202 (Appendix No. ____). However, in breach of Clauses ____ of the Contract, the Respondent has failed to make payment to date [or has made only partial payment].

1. Pre-Trial Dispute Resolution and Competence of the Arbitration:

Pursuant to Clause ____ of the Contract, the parties provided for a mandatory pre-trial claim procedure. On «» _____ 202, a claim was dispatched by the Claimant to the Respondent's address (Appendix No. ____). No response to the claim was received [or: in its response to the claim, the Respondent refused to voluntarily settle the debt].

In accordance with Clause ____ of the Contract (Arbitration Clause): "All disputes, controversies, or claims arising out of or in connection with this contract... shall be subject to final resolution at the International Turkic Arbitration...", which fully complies

with the requirements of Article 9 of the Law of the Republic of Kazakhstan "On Arbitration".

2. Calculation and Substantiation of Claims:

Pursuant to Articles 272 and 349 of the Civil Code of the Republic of Kazakhstan, obligations must be performed duly. For the period of delay from «» _____ 202 to «» _____ 202, the principal debt amount constitutes _____ Tenge. According to Clause ____ of the Contract, a penalty for late payment is provided in the amount of ____% of the debt sum for each day of delay, which constitutes _____ Tenge (the calculation is attached hereto).

Based on the foregoing, and guided by Articles 272 and 353 of the Civil Code of the Republic of Kazakhstan and Articles 9 and 23 of the Law of the Republic of Kazakhstan "On Arbitration,"

I HEREBY REQUEST:

1. To recover from [Name of the Respondent] in favor of [Name of the Claimant] the principal debt amount under Contract No. ____ dated «» _____ 202 in the amount of _____ Tenge.
2. To recover from [Name of the Respondent] the penalty (late payment fee) in the amount of _____ Tenge.
3. To allocate the costs of paying the arbitration fee in the amount of _____ Tenge to the Respondent.

Appendices:

1. A copy of Contract No. ____ dated «» _____ 202 (with an arbitration clause).
2. Copies of documents confirming performance (certificates of completion, waybills, statements of reconciliation).
3. A copy of the pre-trial claim and evidence of its dispatch to the Respondent.
4. A document confirming payment of the registration/arbitration fee.
5. A copy of the Claimant's Certificate of State Registration (for legal entities) or Identity Card (for individuals).
6. A power of attorney for the representative (if the claim is signed under a power of attorney).
7. A detailed calculation of the claim amount and penalty.

Claimant (or representative under a power of attorney): _____ /
[Full Name]«» _____ 202 (Seal, if any)