



EDC Business Credit Availability Program (BCAP) Guarantee Approval
AMENDMENT REQUEST, NOTICE, AND/OR CONSENT FORM (AS APPLICABLE)

To amend an EDC BCAP Guarantee in respect of a transaction, a financial institution representative must:

- Step 1: Complete **Section A**
- Step 2: Complete **Section B, Section C (Release), Section D, Section E, and Section F**, if required, based on the selected **Amendment Type(s)**
- Step 3: Submit this form, and all **Additional Required Documentation**, to EDC at BCAP_PCE@edc.ca with Subject: [BCAP Amendment_\[Name of FI\]_\[Name of Obligor\]_\[mm/yyyy\]](#)

Once submitted, EDC will follow up with a confirmation of amendment completion. Note that the obligor is not required to sign any EDC documents related to the amendment.

Complete this form electronically.

SECTION A – GENERAL INFORMATION

Basic Information

Borrower Identifier <i>(select if you are providing the borrower's EDC Guarantee Reference # or CRA Business Number)</i>	<input type="radio"/> EDC Guarantee Reference # <i>(5-digit reference number)</i>	
	<input checked="" type="radio"/> CRA Business Number <i>(9-digit Canada Revenue Agency (CRA) Business Number)</i>	
Legal Name of Borrower		

Financial Institution Information

Financial Institution (FI) Name	
Contact Name	
Contact Position	
Contact Email Address	
Contact Phone Number	

Amendment Type

Please indicate the purpose of the amendment (check as appropriate):

<input type="checkbox"/> Notice that EDC BCAP Guarantee coverage is required for an additional 12 months beyond the next upcoming anniversary date <i>Note: Notice can be provided annually to continue EDC BCAP Guarantee coverage, up to a maximum guarantee coverage duration of 5 years</i>	Section B required
<input type="checkbox"/> Not continuing EDC BCAP Guarantee coverage <i>(allow EDC BCAP Guarantee coverage to expire on the next upcoming anniversary date/Guarantee Expiry Date)</i>	No additional information required
<input type="checkbox"/> Cancel EDC BCAP Guarantee Coverage <i>(upon receipt of this completed form (including Section C (Release)) by EDC, the EDC BCAP Guarantee coverage will be cancelled as of the date of the Release)</i>	Section C (Release) required
<input type="checkbox"/> Decrease in Loan Amount Notice	Section D required
<input type="checkbox"/> Transfer to Special Risks	Section E required
<input type="checkbox"/> Other	Section F required

SECTION B (Required to Continue EDC BCAP Guarantee Coverage)

Loan Balance at time of Renewal/Extension <i>(only applicable to Term Loans)</i>		
Latest Borrower Risk Rating <i>(note that the probability of default should be used only if the Institution does not map its internal risk rating to the Standard & Poor's scale)</i>	<input type="radio"/> Standard & Poor's Scale	
	<input checked="" type="radio"/> Probability of Default	
Date of Latest Internal Credit Review <i>(or date of latest Behavioural Model score/output)</i>		
Additional Required Documentation: <ul style="list-style-type: none"> • Latest Internal Credit Review or a screenshot of the latest Behavioural Model output <i>(dated no older than 12 months from the date of this notice)</i> 		



SECTION C – RELEASE (Required if Cancelling the EDC BCAP Guarantee Coverage before the Guarantee Expiry Date)

Export Development Canada (“EDC”)
150 Slater
Ottawa, Ontario K1A 1K3
Canada

RE: EDC Guarantee/Suretyship in respect of [Borrower] _____ in accordance with the EDC BCAP Guarantee Approval in respect of [Financial Institution] _____ with Reference No _____ (“EDC BCAP Guarantee/Suretyship”)

Capitalized terms defined in the EDC BCAP Guarantee/Suretyship have the same meaning when used herein.
The Institution hereby:

- (i) irrevocably and unconditionally releases, remises and forever discharges EDC from and against any and all claims, demands, obligations, actions, causes of action, suits, charges, covenants, agreements, contracts and liabilities whatsoever, both in law and in equity or by statute, known or unknown, whether implied or expressed, which the Institution ever had, may have or now has, or which the Institution's successors, trustees, assigns or any of them hereinafter can, shall or may have for or by reason of any cause arising under or with regard to the EDC BCAP Guarantee/Suretyship (the “Release”), which EDC BCAP Guarantee/Suretyship is hereby deemed to expire as of the date hereof notwithstanding its terms; and
- (ii) represents and warrants to and agrees with EDC that the Institution has not assigned or transferred and will not assign or transfer to any other person, firm entity, organization or corporation any of the claims, demands, rights, actions, causes of action, suits, charges, executions or damages which are or become subject to this Release, and that it has not agreed and will not agree to do any of the foregoing.

Legal name of financial institution:

Name:

Title:

Date:

SECTION D (Required for a Decrease to the Loan Amount)	
Amended Loan Amount	
Description of change	
Rationale for change	
Effective Date of the Amended Loan	
Additional Required Documentation: <ul style="list-style-type: none"> Signed Amended Loan Agreement 	

SECTION F (Required for a Transfer to Special Risks)	
What are the events that triggered the transfer to Special Risks?	
Is the borrower respecting their margining formula?	
Has a Forbearance, Tolerance, or Waiver letter been issued?	
What are next steps? <i>(comment on plan of action)</i>	
Has a consultant engagement been mandated?	
Is the Specials Risks contact different than the contact identified in Section A?	
Special Risks Contact Name	
Special Risks Contact Position	
Special Risks Contact Email Address	
Special Risks Contact Phone Number	
Additional Required Documentation: <ul style="list-style-type: none"> Forbearance/Tolerance/Waiver Letter <i>(if issued)</i> 	

SECTION G (Other)	
Description of proposed change	
Rationale for proposed change	
Please attach any relevant documents in support of this request	