

23rd March 2020

Dear Sir/Madam,

This letter is sent to you by FW Capital Limited, on behalf of itself and **NPIF NW DEBT LP, NPIF TVC DEBT LP, The North West Fund for Business Loans LP and North West Mezzanine Loans LP**. For simplicity, we will refer to all of these companies collectively as "FWC".

FWC understands the potential impact of the Covid-19 outbreak on the businesses operated by our customers. We are accordingly writing to confirm that if your business is adversely affected, you can request a temporary repayment holiday from us on any outstanding loan that you may have with FWC. The terms of this repayment holiday would be as set out below.

1. This repayment holiday would apply to any monitoring fees falling due, and to the capital element of any repayments falling due, during the 3 months after we receive and process your request.
2. You would still need to pay each month the interest element of any repayments falling due.
3. This arrangement would be entirely concessionary. The contractual terms of the agreement(s) would be unaffected, and the unpaid sums would strictly be 'arrears' on which interest would fall due.
4. However, provided that you continued to comply with all the other terms of the agreement(s), including making all other payments falling due in full and on time, we would not take steps to enforce payment of these arrears, but would allow them to be paid in addition to the final monthly repayment of the loan at the end of the contract term.

It is important that you appreciate that if you request a repayment holiday, additional interest will become due on the 'arrears' under the terms of the agreement.

On the other hand, the fact that your agreement(s) are in arrears as a result of a Covid-19 repayment holiday will not be made public and will not affect your credit history.

**If you wish to request a repayment holiday, you must complete the table below (including your signature), and return all pages of this letter to: [response@fwcapital.co.uk](mailto:response@fwcapital.co.uk). In the case of payments due on 1<sup>st</sup> April, please ensure we receive your request by 5pm on Tuesday 24<sup>th</sup> March.**

If you do so, we will then work out the reduced payments that you will need to make in respect of your FWC agreement(s).

Only one request needs to be made by each customer; this will automatically be applied to all agreements which that customer has with FWC. However, **if different legal entities within your group have taken separate loans from FWC, then each legal entity will need to make a request.**

FW Capital Ltd  
Unit J, Yale Business Village  
Ellice Way, Wrexham, LL13 7YL  
029 2033 8100  
[info@fwcapital.co.uk](mailto:info@fwcapital.co.uk)  
[www.fwcapital.co.uk](http://www.fwcapital.co.uk)

Lastly, we would repeat that delaying these repayments to the end of the contract payment term will incur additional interest. Accordingly, should you at any time decide that you are able to repay these arrears earlier, please contact us to do so, as this will reduce the amount of additional interest you will need to pay.

Yours faithfully,



FW Capital Limited

*On behalf of the customer named below, I request a 3 month repayment holiday on the terms set out in your letter dated 23<sup>rd</sup> March 2020. I am authorised by the customer to make this request.*

<b>Full limited company name:</b>	
<b>Address:</b>	
<b>Signed:</b>	
<b>Full name:</b>	
<b>Position:</b>	
<b>Date:</b>	

**REMINDER – In the case of payments due on 1<sup>st</sup> April, please ensure we receive your request by 5pm on Tuesday 24<sup>th</sup> March.** For payments due after 1<sup>st</sup> April, please ensure we receive your request no later than 7 days before your direct debit is due to be taken. This offer is available until 30<sup>th</sup> June 2020. Please send your requests to [response@fwcapital.co.uk](mailto:response@fwcapital.co.uk)