

Changes to our Covid-19 assistance program

SPECIAL DECISIONS FROM CRPN'S BOARD OF DIRECTORS

Aware of the financial difficulties which the COVID-19 Coronavirus epidemic has caused to Air transportation, Aerial work, and Testing and Receipt, CRPN's Board of Directors has relaxed the rules for the assistance program that applies to the 1st half of 2020 and has adopted a new assistance measure for the 2nd half of 2020.

For employers on a monthly payment schedule:

Periods of employment	Applicable assistance program
February through June 2020	<ul style="list-style-type: none"> Employee's contributions are payable by the usual due dates The payment deadline for employer's contributions is extended from November 25, 2020 to June 25, 2021 Automatic forgiveness of late penalties, conditional upon timely payment of employee's contributions and payment of the employer's share by June 25, 2021
July through December 2020	<p>If no payment hardship:</p> <ul style="list-style-type: none"> Employee's and employer's contributions are payable by the usual due dates. <p>July 2020 → August 25, 2020 August 2020 → September 25, 2020 September 2020 → October 25, 2020 October 2020 → November 25, 2020 November 2020 → December 25, 2020 December 2020 → January 25, 2021</p> <ul style="list-style-type: none"> Late penalties apply if payments are not made by their due date.
	<p>If there is a payment hardship:</p> <ul style="list-style-type: none"> Employee's contributions are payable by the usual due dates. A fully documented application to extend the employer's contribution deadline to June 25, 2021 must be submitted BY JULY 26, 2020 to covid19@crpn.fr (see list of required supporting documents on pages 3 and 4 of this informational guide) CRPN can forgive late penalties if requested as part of the extension application.

For employers on a quarterly payment schedule:

Changes to our Covid-19 assistance program

Periods of employment	Applicable assistance program
1 st and 2 nd quarters of 2020	<ul style="list-style-type: none"> • Employee's contributions are payable by the usual due dates • The payment deadline for employer's contributions is extended from November 25, 2020 to June 25, 2021 • Automatic forgiveness of late penalties, conditional upon timely payment of employee's contributions and payment of the employer's share by June 25, 2021
3 rd and 4 th quarters of 2020	<p>If no payment hardship :</p> <ul style="list-style-type: none"> • Employee's and employer's contributions are payable by the usual due dates <p style="margin-left: 40px;">3rd quarter of 2020 → October 25, 2020 4th quarter of 2020 → January 25, 2021</p> <ul style="list-style-type: none"> • Late penalties apply if payment is not made by the due dates
	<p>If there is a payment hardship:</p> <ul style="list-style-type: none"> • Employee's contributions are payable by the usual due dates. • A fully documented application to extend the employer's contribution deadline to June 25, 2021 must be submitted BY AUGUST 31, 2020 to covid19@crpn.fr (see list of required supporting documents on pages 3 and 4 of this informational guide) <p>CRPN can forgive late penalties if requested as part of the extension application.</p>

Changes to our Covid-19 assistance program

LIST OF REQUIRED SUPPORTING DOCUMENTS IF APPLYING FOR A PAYMENT EXTENSION

To request an extension for your employer's contribution payments and forgiveness (if you qualify) of late penalties on periods of employment from July through December 2020, a complete application must be emailed to CRPN at covid19@crpn.fr. Payment must be credited to CRPN's account by June 25, 2021.

Your application must include the following 4 documents:

1. A joint written statement signed by the Chief Executive or other duly authorized person
2. Documentation of use of public COVID-19 assistance programs and other sources of financing
 - 2.1. Use of partial employment; for your air crew members, make sure to submit number and percentage by Technical/ Cabin Crew category: status in June, 2020 and forecast for September, 2020
 - 2.2. French State-guaranteed loans ("PGE")
 - Applications submitted (amount and date)
 - Reply received (decision): granted/ denied
if granted: amount and date of payment
 - 2.3. Other types of bank financing and specific financial liabilities, used or built up since the Covid-19 public health crisis began: amounts current to June 30, 2019 and to December 31, 2019, and forecast to June 30, 2020.
 - 2.4. A detailed list of non-financial indebtedness (URSSAF, AGIRC-ARRCO, Income tax, rent, suppliers, other): amounts current to June 30, 2019 and to December 31, 2019, and forecast (or actual) up to June 30, 2020.
3. Record or self-generated breakdown of the company's financial circumstances as of the most recent date possible, along with the factors taken into account in calculating the forecast to the end of 2020 and to the end of June 2021.
 - Equity as of December 31, 2019, with regard to company capital
 - Statement of hardship (trends in business activity, comparative revenue between 2020 / 2019 over the same 1st-half and/or 2nd-half periods, any other relevant factors to be taken into account, etc.)
 - Forecasted resumption of business through the end of June, 2021.
4. A recent certificate of incorporation ("extrait Kbis") for commercial businesses

Changes to our Covid-19 assistance program

MODEL WRITTEN STATEMENT TO BE SUBMITTED ALONG WITH YOUR APPLICATION TO EXTEND YOUR PAYMENT DEADLINE

This written statement must be copied on to official letterhead, signed by the Chief Executive or other duly authorized person, and returned to CRPN as part of your application for an extension which must be emailed to covid19@crpn.fr

I the undersigned, (Chief executive/ person duly authorized by the employer, full name, position, any signature authorization, employer's address and company "SIRET" (official identification) number, etc.) am hereby applying to extend my payment deadline for the employer's contributions which are payable to CRPN's account on the basis of wages for the 2nd half of 2020, to June 25, 2021:

1. Hereby certify that the company/ association/ organization¹ which I head is neither under legal settlement proceedings nor in suspension of payments and has not requested the appointment of a special-purpose trustee in order to deal with financial hardships;
2. Hereby agree that, prior to taking any precautionary measures, our company/ association/ organization¹ shall immediately notify CRPN of any event liable to significantly affect our financial circumstances and jeopardize the full payment of our debt to CRPN by June 25, 2021;
3. Hereby certify that the file I am submitting along with my application to extend our payment deadline for the employer's contributions due to CRPN, and in particular the overview of our current financial circumstances and the additional information used to forecast our future circumstances, are thoroughly accurate to the extent of the information currently available to me;
4. Hereby agree that our company/ association/ organization¹ shall pay all employee's contributions to CRPN in a timely fashion by each due date.

Date

Name and signature

Position

¹ Choose the correct status for the employer