



RD4U-Board(2024)19-final-EN

**REGISTER OF DAMAGE  
CAUSED BY THE AGGRESSION OF THE RUSSIAN FEDERATION  
AGAINST UKRAINE**

**CLAIM FORM AND RULES**

**Claims category A3.2  
Damage or Destruction of Non-Residential Immovable Property**

The Hague

[www.RD4U.claims](http://www.RD4U.claims)

## CLAIM FORM AND RULES

### **Claims category A3.2. Damage or Destruction of Non-Residential Immovable Property**

*Adopted by the Board of the Register of Damage Caused by the Aggression of the Russian Federation Against Ukraine at its 3rd meeting on 14 June 2024.*

*Approved by the Conference of Participants of the Register of Damage Caused by the Aggression of the Russian Federation Against Ukraine on 8 July 2024.*

*Capitalised terms in this Claim Form shall have the meaning ascribed to them in Article 1 of the Rules Governing the Submission, Processing and Recording of Claims of the Register of Damage Caused by the Aggression of the Russian Federation Against Ukraine.*

1. This Claim Form shall be used by Claimants to submit Claims in category of Claims **A3.2 – Damage or Destruction of Non-Residential Immovable Property**. It contains specific rules applicable to the category in question, a description of the information and Evidence Claimants are required to submit, as well as additional information and Evidence that may be submitted to support the Claim.
2. In accordance with Article 10 of the Claims Rules, this Claim Form shall be available in digital form in Diia. The Secretariat shall ensure that this Claim Form is reproduced in Diia in an efficient, flexible and user-friendly way, bearing in mind peculiarities of digital forms in general.
3. For Claims in category A3.2, the following rules shall apply in addition to the Claims Rules:
  - 3.1. Claims in category A3.2 can be submitted by or on behalf of individuals who are owners of non-residential immovable property in the territory of Ukraine within its internationally recognised borders, extending to its territorial waters that was damaged or destroyed on or after 24 February 2022 by the Russian Federation's internationally wrongful acts in or against Ukraine. Claims on behalf of minor children or persons under guardianship shall be submitted in accordance with the Rules on the Use of Representatives.
  - 3.2. Claims in category A3.2 can be submitted only for the value of the destroyed property or for the cost of repairs or reconstruction of the damaged property. Claims related to other losses related to non-residential immovable property submitted in this category will not be recorded in the Register. They will have to be submitted in a different category to be eligible for recording.
4. **“Disclaimer, Information and Instructions for the Claimants for category A3.2”** contained in this Claim Form shall be reproduced verbatim in digital form in Diia. The Secretariat shall also publish it on the Register's website.

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*Disclaimer, Information, and Instructions for the Claimants for category A3.2*

- (1) This Claim Form is for the submission of a Claim to the Register of Damage Caused by the Aggression of the Russian Federation Against Ukraine **in category A3.2 – Damage or Destruction of Non-Residential Immovable Property**.
- (2) The determination of whether your Claim is eligible to be recorded in the Register is made by the Board of the Register. Such a determination does not mean that the substance of the Claim or its valuation has been examined, any compensation has been awarded, or any payment to you is due. Examination of your Claim and award of any compensation will be carried out by a future compensation mechanism (within the meaning of the Statute of the Register) that is yet to be established.
- (3) Before submitting the Claim, you are encouraged to consult the information about the Register on its website at [www.RD4U.claims](http://www.RD4U.claims) or [www.RD4U.coe.int](http://www.RD4U.coe.int) and the various rules and instructions related to the submission of the Claims, in particular – Rules Governing the Submission, Processing and Recording of Claims, Claim Form and Rules: Claims category A3.2 – Damage or Destruction of Non-Residential Immovable Property, as well as Frequently Asked Questions.
- (4) All Claims must be submitted by using Claim Forms approved by the Register for each category of Claims. This Claim Form is to be used for submission of Claims by natural persons for damage or destruction of non-residential immovable property that was sustained on or after 24 February 2022 in the territory of Ukraine within its internationally recognised borders as a result of the Russian Federation's internationally wrongful acts in or against Ukraine – **Claims category A3.2**. If you wish to submit a Claim for a different type of loss, damage or injury, you should use the Claim Form for the relevant Claims category.
- (5) Category A3.2 covers Claims related to the value of the destroyed property and/or the cost of repairs or reconstruction of the damaged property. Claims related to other losses related to damage or destruction of non-residential immovable property should be submitted using Claim Forms for the relevant categories.
- (6) Your Claim must be submitted to the Register through Diia web portal at [www.dii.gov.ua/services/RD4U](http://www.dii.gov.ua/services/RD4U). The Register will process and review the Claim and the supporting Evidence and decide whether your Claim is eligible for recording in the Register. You will be informed of the Register's decision in due course through *Diia*.
- (7) You will be required to submit certain information and Evidence in support of your Claim, including information regarding the identity of the Claimant, proof of ownership of the property in question, including title to the property, information on submission to the Register of Damaged and Destroyed Property (if such submission was made), information about how the property was damaged or destroyed, description and evaluation of damage and destruction, and information about estimated amount of the Claim. Some information will be drawn from various existing electronic sources.
- (8) You will be able to submit additional information and upload files with Evidence to support your Claim consistent with the technical requirements of the Register. You will have a chance to check all information before it is submitted to the Register.

- (9) You do not need to complete your Claim all at once, and you will be able to save the draft Claim and complete it at a later stage. However, it is advisable to ensure that all the necessary information is prepared and available to you.
- (10) You should ensure that the files submitted as part of your Claim are accessible, readable and not infected with computer viruses or any form of malicious software. If the Register identifies any files submitted by you as inaccessible, unreadable or infected, your Claim may not be recorded in the Register.
- (11) By submitting your Claim and the supporting Evidence and information, you agree to transfer personal data to the Register and authorise the Register to store, process and transfer such personal data in accordance with the Register's Principles on the Protection of Personal Data.
- (12) Claims by Russian nationals are not eligible to be recorded in the Register. However, Claims by Russian nationals may be recorded in the Register if they can establish that they also hold another nationality.
- (13) By submitting your Claim and the supporting Evidence and information, you confirm that they are a truthful representation of your identity as a Claimant, your nationality, your right to make a Claim and the content of the Claim. You understand that submitting an untruthful or false Claim may result in your Claim being considered as manifestly unfounded and not recorded in the Register.

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<b>Preliminary Questions</b>
1. Language of Claim submission (Ukrainian or English)
2. Category of Claim
<b>I. Claimant Identification</b>
3. Full name
4. Gender
5. Date of Birth
6. Nationality
7. ID document/Passport number
8. Ukrainian Tax ID number
9. Ukrainian Demographic Register Entry number
10. Claimant's Registered Address
11. Claimant's Current Address
12. Contact phone number(s)
13. Email address
14. Claimant Sub-Group ( <i>such as member of the military, territorial defence, law enforcement, emergency/utilities/critical infrastructure worker, medical personnel</i> )
15. Has the Claimant been convicted of a crime in relation to Russian aggression against Ukraine
16. Is the Claimant subject to sanctions or other equivalent restrictive measures imposed by a government or an international organisation
17. If the Claim is submitted through a Representative, equivalent ID information about such Representative
18. If the Claim is submitted through a Centre for Provision of Administrative Services in Ukraine, information required under Article 7 of the Rules on the Use of Representatives

<b>II. Identification of Property</b>
19. Is the property non-residential
20. Type of property
21. What the property is used for
22. Part of a building or a stand-alone structure
23. Is construction of the property completed
24. Address of the property
25. Geographical coordinates of the property
26. Property surface area
27. Floor of the property
28. Is the property registered as historic or cultural heritage
29. Information on the building/structure
<b>III. Title to Property</b>
30. Is the Claimant the owner of the property
31. Is the property title recorded in the State Registry of Immovable Property Rights in Ukraine
32. Information about the title from the State Registry of Immovable Property Rights in Ukraine
33. Evidence of attempted and denied registration of title in the State Registry of Immovable Property Rights in Ukraine
34. Date of creation of title
35. Information about co-owners of the property and their shares
<b>IV. Submission to the Register of Damaged and Destroyed Property (RDDP) in Ukraine</b>
36. Has an application with respect to this property been submitted to the RDDP in Ukraine
37. Registration number in RDDP
38. Information on Act of Commissions' Review (Damage Act)
39. Information on Engineering Inspection Report
40. Information on Evaluation Act and Evaluation Report
<b>V. Event that Damaged or Destroyed the Property</b>
41. Type of event that caused damage to or destruction of the property
42. Date of the event that caused damage to or destruction of the property
43. Description of event
<b>VI. Damage to or Destruction of the Property</b>
44. Type and degree of damage or destruction
45. Description of damage or destruction
46. Proof of damage or destruction
<b>VII. Amount of the Claim</b>
47. Evidence of any expert evaluation of damages
48. Amount of any expert evaluation of damages
49. Evidence of the value of the property prior to 24 February 2022
50. Evidence of repairs made to the property
51. Evidence of the cost of repairs
52. Amount of compensation assessed by Ukrainian authorities
53. Amount of compensation payments received from Ukrainian authorities
54. Estimated amount of Claim
<b>VIII. Other Legal Proceedings</b>
55. Information about relevant court cases or law enforcement investigations (if applicable)
<b>IX. Additional Evidence</b>
56. Additional evidence with respect to Claimant's identity
57. Additional evidence with respect to property title
58. Additional evidence with respect to event of the damage or destruction
59. Additional evidence with respect to the damage to or the destruction of the property

60. Additional evidence with respect to property value
61. Additional evidence with respect to other aspects of the Claim
<b>X. Check and submission</b>
62. Check and confirmation of data
63. Verification of identity prior to submission
64. Agreement to transmit personal data
65. Submission of the Claim

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