



KEY INFORMATION: THE SET UP OF GUARANTEES.



Purpose of this tool

This document provides information on the constitution of guarantees in accordance with the Municipal Ordinance regulating the Valencia Urban Sandbox, the date of publication of the full approved text in the BOP is 18 September 2024.





1. When is the establishment of guarantees required?

Article 16

System of guarantees of the Regulatory Ordinance



1. The promoting entities must have civil liability insurance to cover possible damage to members of the promoting entity and third parties during the experimental testing of the innovation project as stipulated in the Test Protocol.
2. Likewise, the decision authorising the protocol will stipulate, according to the type of activity carried out and the characteristics of the use of the urban resource, the system of guarantees for possible damage to public property and rights included in the urban resource.

2. Where should I go to set up the guarantee?

If guarantees are provided in cash

Contact the Innovation Service at auxinnovacion@valencia.es for the purpose of preparing the appropriate payment letter with which to make a bank deposit.

With the details provided in the payment letter, you must access the following link:

[Payment of taxes, public charges and other revenues](#)

Through this link you must fill in the information required to be able to make the corresponding payment in any of the available options: **bank card, bizum or transfer**, as long as it is one of the collaborating financial institutions.





If guarantees are provided by the constitution of a bank guarantee or surety bond

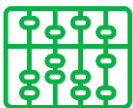
The guarantee or surety bond must be **certified by Notary**, as this is an essential requirement of the Caja Municipal de Depósitos del Ayuntamiento de Valencia.

When the guarantee is deposited at the **Treasury**, the required documentation must also be presented. At the same time as the deposit is made, they will prepare the letter of payment so that you can take it with you and present it. You can do this yourself or send a courier. If you choose to send a courier, remember to enclose a copy of the letter of formal notice. You must choose the service of **delivery with return**, as you will give the courier the letter of payment.

The address is: Plaza del Ayuntamiento, 1 46002 Valencia (entrance on Calle Arzobispo Mayoral, no appointment is necessary, just tell the police at the entrance that you are coming to the Treasury).

Opening hours: from 8:30 am to 2 pm.

3. Where is help available for questions or assistance?



Treasury Services (Servicio de Tesorería) / **Payments Section and Municipal Depository** (Sección de pagos y Caja municipal de Depósitos)

Plaza del Ayuntamiento, 1 / 46002 Valencia

96208 1641/1057

pagamentsideposits@valencia.es



Innovation Services (Servicio de Innovación)

C/ Amadeo de Savoya, 11, pati C, planta baja / 46002 Valencia

96208 4860/4861

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VALÈNCIA DARES DO YOU?



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