

(* Denotes a mandatory field)

Export Documentary Credit (DC) Bill Negotiation / Export Collection Instruction

To: HSBC Bank PLC
 HSBC UK Bank PLC

HSBC Bill Reference No (Bank use only) <input style="width: 95%; height: 20px;" type="text"/>	Export Account Number (if known) <input style="width: 95%; height: 20px;" type="text"/>								
2. Instruction (Application) This is an application for the trade service(s) specified below. Please select the trade service(s) you require, complete the required information and provide any instructions related to the trade service(s). <input type="checkbox"/> DC or Letter of Credit Presentation/Negotiation <input type="checkbox"/> Export Collection									
2.1 Presentation/Negotiation under DC <input type="checkbox"/> Payment to us after receipt of funds from the DC Issuing Bank or nominated bank under DC without your financing. <input type="checkbox"/> For negotiation/financing (purchase/prepayment/advance) under the DC <input type="checkbox"/> Send documents directly to issuing/nominated bank without checking	2.2 Documents for Collection <input type="checkbox"/> Payment to us after proceeds received under D/P or D/A <input type="checkbox"/> Financing under D/P or D/A <input type="checkbox"/> Request collecting bank analyses the bill of exchange								
3. Other Instructions <div style="border: 1px solid black; height: 50px; width: 100%;"></div>									
4.1 Beneficiary/Drawer Name (the Customer) <input style="width: 95%; height: 25px;" type="text"/> 4.3 Name of Contact Person <input style="width: 95%; height: 20px;" type="text"/> 4.4 Contact Tel Number <input style="width: 95%; height: 20px;" type="text"/>	4.2 Beneficiary/Drawer Address <div style="border: 1px solid black; height: 50px; width: 95%;"></div>								
5.1 Applicant/Drawee Name (the Buyer) <input style="width: 95%; height: 20px;" type="text"/> 5.3 DC Number <input style="width: 95%; height: 20px;" type="text"/> 5.4 DC Issuing Bank/Collecting Bank Name <input style="width: 95%; height: 20px;" type="text"/> 5.5 DC Issuing Bank/Collecting Bank Address <div style="border: 1px solid black; height: 50px; width: 95%;"></div>	5.2 Applicant/Drawee Address <div style="border: 1px solid black; height: 50px; width: 95%;"></div> 5.6 Customer's Reference Number (e.g. Invoice number) <input style="width: 95%; height: 20px;" type="text"/> 5.7 DC Tenor (if applicable) <input style="width: 95%; height: 20px;" type="text"/> 5.8 DC Date (if applicable) <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">D</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">M</td> <td style="width: 20px; height: 20px;">Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
6. Brief Description of Goods (e.g. Toys, Garment, etc.) <input type="checkbox"/> See attached Documents (invoices/original letter of credit) <div style="border: 1px solid black; height: 50px; width: 95%;"></div>									
7.1 Presentation/Collection Currency <input style="width: 95%; height: 20px;" type="text"/>	7.2 Presentation/Collection Amount <input style="width: 95%; height: 20px;" type="text"/>								

8. Number of Documents attached					
Document	Org	Copy		Org	Copy
8.1 Bill of Exchange / Drafts			8.2 Invoices		
8.3 Insurance Policy / Certificate			8.4 Packing list		
8.5 Bill of Lading			8.6 Airway Bill		
8.7 Multimodal Transport Document			8.8 Inspection certificate		
8.9 Non-negotiable B/L			8.10 Beneficiary certificate		
8.11 Forwarders Cargo Receipt			8.12 Road / Rail Transport Document		
Other Documents			8.13		
8.14			8.15		
8.16			8.17		

9. Proceeds Disposal Credit Our account number <input type="text"/> HSBC Exchange Contract No. for conversion of proceeds (if applicable) <input type="text"/>	<input type="checkbox"/> Bill of Exchange Required Sort Code <input type="text"/> - <input type="text"/> - <input type="text"/>
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10. Account to be debited for Charges (if applicable) <input type="text"/>	Sort Code <input type="text"/> - <input type="text"/> - <input type="text"/>
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COLLECTION INSTRUCTIONS FOR BILLS UNDER DA/DP

11.1 Document Release/ Payment Terms <input type="checkbox"/> Release Documents against Payment – D/P <input type="checkbox"/> Release Documents against Acceptance – D/A <input type="checkbox"/> Acceptance/Payment may be deferred awaiting arrival of carrying vessel 11.2 Maturity Date <input type="checkbox"/> Sight <input type="checkbox"/> Fixed due date <input type="text"/> <input type="text"/> <input type="checkbox"/> <input type="text"/> days <input type="text"/> 11.3 Interest <input type="checkbox"/> Collect Interest @ <input type="text"/> % p.a. from Drawee from date of <input type="text"/> until date of <input type="text"/>	11.4 Charges <input type="checkbox"/> Beneficiary/Drawer (the Customer) to pay all charges <input type="checkbox"/> Buyer to pay all charges <input type="checkbox"/> Customer pays HSBC's charges, Buyer pays their bank's charges 11.5 Waive Interest and Charges If charges and/ or interest refused by the Buyer <input type="checkbox"/> Waive / <input type="checkbox"/> Do not Waive 11.6 Protest For Non-acceptance and / or Non-payment <input type="checkbox"/> Protest / <input type="checkbox"/> Do not protest Note: If no instructions are given regarding protest the Bank will assume that protest is not required 11.7 Agent / Forwarder details In case of need refer to <input type="text"/>
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We refer to HSBC's Standard Trade Terms (as amended from time to time) which can be accessed, read and printed by visiting www.gbm.hsbc.com/gtrfstt or alternatively the Customer can request a copy from its Relationship Manager(the Standard Trade Terms). This application incorporates and is subject to the Standard Trade Terms as though they were set out in full in this application, and together they form an important agreement.

By signing this application the Customer:

- irrevocably requests HSBC to provide the above trade service(s) in accordance with the instructions in this form; and
- confirms that it has read and understood the Standard Trade Terms and agrees that this application incorporates the Standard Trade Terms and that the Standard Trade Terms apply to the above trade service(s).

Signed for and on behalf of the Customer:

<input type="text"/> <input type="text"/> <input type="text"/>	Date <input type="text"/> <input type="text"/> Print Name <input type="text"/> Print Name <input type="text"/>
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Authorised Signature(s) (signed in accordance with the bank mandate)

Pay to the order of any Bank or Trust Company

HSBC

MANAGER

First of Exchange (Second being unpaid) Pay to the order of **HSBC**

To

_____ / / _____

UK

_____ / / _____

Pay to the order of any Bank or Trust Company

HSBC

MANAGER

Second of Exchange (First being unpaid) Pay to the order of **HSBC**

To

_____ / / _____

UK

_____ / / _____
