

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

To: HSBC Bank Middle East Limited. Branch

HSBC Bill Reference No (Bank use only) <input style="width: 95%; height: 20px;" type="text"/>	<b>Export Account Number</b> <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).

Presentation/Negotiation      Documents for Collection

**2.1 Presentation/Negotiation under DC**

- 1. Payment to us after receipt of funds from the DC Issuing Bank or nominated bank under DC without your financing.
  - 1.A Checking of documents is requested (Note: No checking of documents will be performed unless the Bank agrees to the Customer's request to do so)
  - 1.B Obtain issuing bank's approval for any discrepancies before forwarding documents to them for acceptance/payment
  - 1.C Forward the documents without checking
- 2. Request DC restricted bank to negotiate/accept/pay after checking Documents
  - 2.A Checking of documents is requested
- 3. For negotiation (purchase/prepayment/advance) under the DC
  - 3.A Upon receipt of acceptance from DC Issuing
- 4. Bank Purchase the bill under our facility limits

**2.2 Documents for Collection**

- 1. The documents are to be sent on collection (URC 522) basis to the importer's bank
- 2. The documents are to be sent for avalisation by the importer's bank
- 3. Please finance the bill under our facility limits
- 4. Please purchase the bill under our facility limits

**3. Other Instructions**
**4.1 Beneficiary/Drawer Name (the Customer)**
**4.2 Beneficiary/Drawer Address**
**4.3 Name of Contact Person**
**4.4 Contact Tel Number**
**5.1 Applicant/Buyer Name**
**5.2 Applicant/Buyer Address**
**5.3 DC Number**

**5.4 DC Issuing Bank/Collecting Bank Name and Address**
**5.5 Customer's Reference Number (e.g. Invoice number)**
**6. Insurance**

Insurance to be covered by      Applicant/      Drawee (Buyer)

**7. Brief Description of Goods** (e.g. Toys, Garment , etc.)

**8.1 Bill Currency and Amount** (Claim amount)

**8.2 Tenor**

Sight/

days

**9. Number of Documents attached**

Document	Org	Copy	Document	Org	Copy
9.1 Drafts			9.2 Invoices		
9.3 Customs Certificate			9.4 Customs Invoice		
9.5 Insurance Policy Certificate			9.6 Packing list		
9.7 Weight Note / Note			9.8 Certificate of origin		
9.9 Bill of Lading			9.10 Airway Bill		
9.11 Inspection Certificate			9.12 Export Licence		
9.13 Non-negotiable B/L			9.14 Beneficiary Certificate		
9.15 Forwarders Cargo Receipt			9.16 Shipment advice		
<b>Other Documents</b>			9.17 GSP Form A		
9.18			9.19		
9.20			9.21		
9.22			9.23		

**10. Proceeds to first settle Import Bill**

For Back-to-Back DC/ EWB/ Transfer DC Documents

Amount

Bill Number/Transfer DC Number/Back to Back DC number

**11. Proceeds Disposal**

Credit Our account number

**12. Account No. and Currency to be debited for Charges** (if applicable)

**COLLECTION INSTRUCTIONS FOR BILLS UNDER DA/DP****13.1 Document Release**

- Release Documents against Payment – D/P  
 Release Documents against Acceptance – D/A

**13.3 Interest and Charges**

If charges and/ or interest refused  
 Waive/  Do not Waive

**13.5 Charges**

Collect your charges from  Drawer  Drawee  
Collect drawee bank charges from  Drawer  Drawee

**13.2 Protest**

For Non-acceptance and/or Non-payment  
 Protest/  Do not protest

**13.4 Interest**

Collect Interest @  % p.a. from Drawee

from date of

until date of

We refer to HSBC's Standard Trade Terms (as amended from time to time) which can be accessed, read and printed by the Customer at/from [www.gbm.hsbc.com/gtrfstt](http://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 application;
- hereby grants in favour of HSBC security over all documents and goods (which are at any time in HSBC's actual or constructive possession or control or held on trust for HSBC, or to HSBC's order, whether for custody, collection, security, the making of a claim or any other reason and whether or not in the ordinary course of banking business and whether in this jurisdiction or elsewhere) by way of pledge, charge and assignment, in each case to the full extent possible by law, as security for any amounts owing to HSBC in connection with this application (and the trade service(s) provided or undertake by HSBC as a result of this application), and, on and at any time after the date of this application, HSBC shall be entitled to exercise all rights, powers and remedies conferred on HSBC by law as a secured party in relation of the documents and the goods; 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 applies to the above requested trade service(s).

Signed for and on behalf of the Customer:

S.V.

**Authorised Signatories**