

1. Date

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

To: The Hongkong and Shanghai Banking Corporation Limited Offshore Banking Unit Labuan
(Licensed Labuan Bank No 910004C) ("HSBC")

HSBC Bill Reference No (Bank use only)

Export Account Number (if Known)
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

- Payment to us after receipt of funds from the Issuing/ Nominated bank under DC without financing.
- Discount immediately upon checking documents.
- Discount upon acceptance by issuing bank.

Handling of Documents

- Send documents to issuing bank without checking.
- Send documents to issuing bank on acceptance basis.
- Send cable to Issuing bank for authority to negotiate discrepant documents.

Other Bank Negotiation where DC is restricted to another bank, request restricted bank to:

- Negotiate/accept/pay after checking documents.
- Send documents to issuing bank on acceptance basis.

2.2 Documents for Collection

- Payment to us after proceeds received under D/P or D/A
- Financing under D/P or D/A

3. Other Instructions
4.1 Beneficiary/Drawer Name (the Customer)
4.3 Name of Contact Person
4.4 Contact Tel Number
4.2 Beneficiary/Drawer Address
4.5 Customer's Reference Number

5.1 Applicant/Drawee (Buyer) Name
5.2 Applicant/Drawee (Buyer) Address
5.6 DC Issuing Bank/Collecting Bank Name
5.7 DC Issuing Bank/Collecting Bank Address inc Postal Code
5.3 DC Number

5.4 DC Date

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5.5 Invoice Number
5.8 Drawee Name on draft – only if different from 5.6 (DC Only)

5.9 Drawee Address on draft – only if different from 5.7 (DC Only)

6.1 Bill Currency and Amount (Claim amount)
6.3 Tenor

Sight / days

6.2 Bill Currency and Amount in Words (Claim amount)

6.4 Additional information for Bill/Draft

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

8. Number of Documents attached

Document	Org	Copy	Document	Org	Copy
8.1 Drafts			8.2 Invoices		
8.3 Insurance Policy			8.4 Packing list		
8.5 Weight List / Note			8.6 Certificate of origin		
8.7 Bill of Lading			8.8 Airway Bill		
8.9 Inspection certificate			8.10 Non-negotiable Seaway Bill		
8.11 Beneficiary certificate			8.12 Forwarders Cargo Certificate		
8.13 Shipment advice			8.14 Cert of Quantity/Quality		
Other Documents			8.15		
8.16			8.17		
8.18			8.19		

9. Proceeds Disposal

Credit Our account number Currency

Use Exchange Contract to convert proceeds (if applicable) Contract No.

Credit to Our account with Other bank

account number

with (beneficiary's bank agent)

Deduct (Amount) to repay loan number/bill number/Back to Back DC/
Transferable DC documents

BILLS UNDER DA/DP

10.1 Document Release

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

10.3 Waive Interest and Charges

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

10.5 Charges

We will pay your charges overseas charges

Drawee to pay your charges overseas charges

Charges A/C No. Charges CCY

10.2 Protest

For Non-acceptance and/or Non-payment

Protest/ Do not protest

10.4 Interest

Collect Interest @ % p.a. from Drawee

from date of

until date of

10.6 Advise if Unpaid/unaccepted By Cable Airmail

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 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; 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:

Authorised Signatories and Company Chop

Pay to the order of any Bank or Trust Company
HSBC Limited Offshore Banking Unit Labuan

MANAGER

Malaysia _____ / /

First of Exchange (Second being unpaid) Pay to the order of **The Hongkong and Shanghai Banking Corporation Limited Offshore Banking Unit Labuan**

To

_____ / /

Pay to the order of any Bank or Trust Company
HSBC Limited Offshore Banking Unit Labuan

MANAGER

Malaysia _____ / /

Second of Exchange (First being unpaid) Pay to the order of **The Hongkong and Shanghai Banking Corporation Limited Offshore Banking Unit Labuan**

To

_____ / /
