

1. Date

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

To : The Hongkong and Shanghai Banking Corporation Limited, Macau Branch ("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).

2.1 Presentation/Negotiation under DC

- ☐ Payment to us after receipt of funds from the DC Issuing bank under DC without your financing
- ☐ 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)
- ☐ For negotiation (purchase/prepayment/advance) under the DC
- ☐ After receipt of acceptance from DC Issuing Bank
- ☐ Other (please specify)

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

5.1 Applicant/Drawee (Buyer) Name

5.3 DC Number

5.4 DC Issuing Bank/Collecting Bank Name and Address

 Name
 Address1
 Address2
 Address3
 Country / Location

5.7 Drawee Name on draft –only if different from 5.4 (DC Only)

5.2 Applicant/Drawee (Buyer) Address

 Address1
 Address2
 Address3
 Country / Location

5.5 Customer's Reference Number (e.g. Invoice number)

5.6 DC Date

D	D	M	M	Y	Y	Y	Y
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5.8 Drawee Address on draft – only if different from 5.4 (DC Only)

6.1 Bill Currency and Amount (Claim amount)

6.2 Bill Currency and Amount in Words (Claim amount)
6.3 Tenor
☐ Sight / ☐ days

6.4 Additional Information for Bill / Draft

7. Brief Description of Goods (e.g. Toys, Garments, etc)
8. Insurance
☐ Insurance to be covered by Applicant/Drawee (buyer) Policy

☐ Please arrange the marine insurance to protect our title of goods during transit to destination under FOB or CFR term
9. Number of Documents attached

Document	Org	Copy	Document	Org	Copy
9.1 Drafts (<input type="checkbox"/> create Draft see last page)			9.2 Invoices		
9.3 Customs Certificate			9.4 Customs Invoice		
9.5 Insurance Policy / Certificate			9.6 Packing list		
9.7 Weight List / 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		
Other Documents			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
☐ Deduct (Amount) to repay loan number
☐ Credit Our account number Currency and A/C ☐ Current / ☐ Savings

 Use Exchange Contract to convert proceeds (if applicable) Contract No.
12. Account No. and Currency to be debited for Charges (if applicable)
 Currency and A/C ☐ Current / ☐ Savings

BILLS UNDER DA/DP**13.1 Document Release**

- ☐ Release Documents against Payment – D/P
- ☐ Release Documents against Acceptance – D/A
- ☐ Acceptance/Payment may await Arrival of Carrying Vessel

13.3 Waive Interest and Charges

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

13.5 Charges

- ☐ COLLECT Overseas Charges from the Drawee
- ☐ DEDUCT Charges from the proceeds

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

14.1 Agent Name**14.3 Agent Contact Details** (in case of need but without authority to amend terms of the bill)**14.2 Agent Payment**

- ☐ From proceeds deduct

to be paid to above agent

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:

Company Chop (if applicable)

Authorized Signatories

Pay to the order of any Bank or Trust Company
The Hongkong and Shanghai Banking
Corporation Limited, Macau Branch

Pay to the order of any Bank or Trust Company
The Hongkong and Shanghai Banking
Corporation Limited, Macau Branch

MANAGER

To

_____/_____/_____

Macau

_____/_____/_____

Second of Exchange (First being unpaid) Pay to the order of **The Hongkong and Shanghai Banking Corporation Limited, Macau Branch**

MANAGER

To

_____/_____/_____

Macau

_____/_____/_____

First of Exchange (Second being unpaid) Pay to the order of **The Hongkong and Shanghai Banking Corporation Limited, Macau Branch**