

1. Date:

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

To: The Hongkong and Shanghai Banking Corporation Limited (Bangladesh)

HSBC Bill Reference No (Bank use only) <input type="text"/>		Export Account Number <input 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"/> Presentation/Negotiation <input type="checkbox"/> Documents for Collection			
2.1 Presentation/Negotiation under DC <input type="checkbox"/> Payment to us after receipt of funds from the DC Issuing Bank <input type="checkbox"/> For Negotiation with recourse <input type="checkbox"/> At sight <input type="checkbox"/> after acceptance		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	
3. Other Instructions <input type="checkbox"/> Documents to be forwarded unchecked <input type="text"/>			
4.1 Beneficiary/Drawer Name (the Customer) <input type="text"/>		4.2 Beneficiary/Drawer Address <input type="text"/>	
4.3 Name of Contact Person <input type="text"/>		4.5 Contact Email Address <input type="text"/>	
4.4 Contact Tel Number <input type="text"/>			
5.1 Applicant/Drawee Name (the Buyer) <input type="text"/>		5.2 Applicant/Drawee Address <input type="text"/>	
5.3 DC Issuing Bank/Collecting Bank Name and Address <input type="text"/>		5.4 Customer's Reference Number (e.g. Invoice number) <input type="text"/>	
		5.5 DC Number <input type="text"/>	
6. Insurance Insurance to be covered by <input type="checkbox"/> Applicant / <input type="checkbox"/> Drawee / <input type="checkbox"/> Ultimate Buyer			
7.1 Brief Description of Goods (e.g. Toys, Garment, etc.) <input type="text"/>			
8.1 Bill Currency <input type="text"/>		8.2 Bill Amount <input type="text"/>	
8.3 Tenor <input type="checkbox"/> Sight <input type="checkbox"/> deferred / usance <input type="text"/> days <input type="text"/>			

9. Number of Documents attached 					
Document	Org	Copy		Org	Copy
9.1 Drafts			9.2 Invoices		
9.3 Customs Certificate			9.4 Customs Invoice		
9.5 Insurance Policy			9.6 Packing List		
9.7 Weight 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 Certificate			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 / ☐ Transfer DC Documents
 Amount Bill Number / Transfer DC Number / Back-to-Back DC number

11. Proceeds Disposal
☐ Credit to our To-Be-Inspected Account with you first. Then the following marked "x" after inspection
☐ 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 to be debited for Charges *(if applicable)* Currency

COLLECTION INSTRUCTIONS FOR BILLS UNDER DA/DP

13.1 Document Release/ Payment Terms
☐ Release Documents against Payment – D/P
☐ Release Documents against Acceptance – D/A
☐ Acceptance/Payment may await arrival of carrying vessel
13.3 Protest
 For non-acceptance and or non-payment
☐ Protest / ☐ Do not protest
13.5 Interest
☐ Collect Interest @ % p.a. from Drawee
 from date of

D
D
M
M
Y
Y
Y
Y

13.2 Goods Release
☐ Store and insure the goods at our cost if payment or acceptance is delayed or refused after arrival of the goods
13.4 Waive Interest and Charges
 If charges and/ or interest refused by the Buyer
☐ Waive / ☐ Do not Waive
13.6 Charges
 We will pay ☐ HSBC Charges / ☐ overseas charges
 Drawee will pay ☐ HSBC Charges / ☐ overseas charges
13.7 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 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:

Authorised Signatories and Company Seal