

1. Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

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

To: ☐ HSBC Bank Australia Ltd
☐ The Hongkong and Shanghai Banking Corporation, Sydney Branch

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).

☐ Documents under Documentary Credit ☐ Documents for Collection

2.1 Documents under DC

- ☐ Payment upon receipt of proceeds from DC issuing bank
☐ Discount on presentation
☐ Discount after receipt of acceptance from the DC issuing bank

2.2 Documents for Collection

- ☐ Payment to us after proceeds received
☐ Finance under our Facility Agreement

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

5.2 Applicant/Drawee (Buyer) Address

5.3 DC Number

5.4 DC Date

5.5 Customer's Reference Number

5.6 DC Issuing Bank/Collecting Bank Name

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

5.7 DC Issuing Bank/Collecting Bank Address inc Postal Code

5.9 Drawee Address on draft – only if different from 5.7 (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. Number of Documents attached

Document	Org	Copy	Document	Org	Copy
8.1 Drafts (<input type="checkbox"/> print draft on last page)			8.2 Invoices		
8.3 Insurance Policy			8.4 Packing List		
8.5 Phyto Certificate			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 Quality / Quantity		
Other Documents			8.16		
8.17			8.18		
8.19			8.20		

8.21 Insurance Confirmation ☐ We confirm that insurance cover is held**9. Proceeds Disposal**

☐ Credit Our account and BSB number

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

☐ Remit in (currency) to account No.
held with

10. DC Bills Charges Charges A/C No. BSB No. Charges CCY ☐ Deduct charges from proceeds of financing or payment**BILLS UNDER DA/DP****11.1 Document Release**

- ☐ Release Documents against Payment – D/P
- ☐ Release Documents against Acceptance – D/A
- ☐ Acceptance/Payment may await arrival of carrying vessel

11.3 ChargesWe will pay ☐ your charges ☐ overseas chargesDrawee to pay ☐ your charges ☐ overseas chargesCharges A/C No. BSB No. **11.2 Protest**

For Non-acceptance and/or Non-payment

☐ Protest/ ☐ Do not Protest**11.4 Interest**☐ Collect Interest @ % p.a. from Draweefrom 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 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 Stamp (*If applicable*)

Pay to the order of any Bank or Trust Company

	Australia	____/____/____
First of Exchange (Second being unpaid) Pay to the order of		
To	____/____/____	

Pay to the order of any Bank or Trust Company

	Australia	____/____/____
Second of Exchange (First being unpaid) Pay to the order of		
To	____/____/____	
