HSBC

HSBC Bank Middle East Limited Date:

Office

Exports Document Presentation Form

☐ Documents to be sent on collection basis to importers bank.
☐ Documents to be sent for avalization by importers bank
☐ Documents under DC for negotiation/payment/acceptance by HSBC.
☐ Documents under DC to be sent to restricted bank for negotiation/ Payment /acceptance.
☐ Please discount the bill under bank risk at negotiation/on acceptance. subject to the acceptability of issuing bank risk.
☐ Please purchase the bill under our limits.

We hand you drafts and/or documents as under for disposal in accordance with the instructions mentioned herein, subject to our Trade Finance General Agreement relating to goods given to you and subject to the terms and conditions* as agreed and signed by us.

Drawer/Beneficiary	LC No. or Collection Ref.
	Bill Amount
Drawee (for Collection Documents only)	Interest / Charges
	Tenor Due Date
Present to Bank (for collection Documents only)	Brief Description of Goods

Documents enclosed (please indicate the number of originals and copies)

	Original	Copies		Original	Copies		Original	Copies		
Drafts			Cert. of origin			Insp. Cert.			Original DC	
Invoices			Insurance			Bene. Cert				
B/L or AWB			Packing list			TCN/TWB				
Shipment adv.			Weight list							

PLEASE FOLLOW THE INSTRUCTIONS MARKED 'X'

For collection documents only

Release documents against ☐ Payment ☐ Acceptance
Collect your charges from ☐ Us ☐ Drawee
Collect drawee bank charges from ☐ Us ☐ Drawee
Charges ☐ May be waived ☐ May not be waived
For non-payment / non-acceptance: ☐ Protest ☐ Do not protest
Collect interest @ %from until date of payment

For documents drawn under L/C only

☐ Check documents and advise discrepancies to us for correction.
☐ Request restricted bank to forward documents to the issuing bank for acceptance / payment.
☐ Obtain issuing bank's approval for any discrepancies before forwarding documents to them for acceptance/payment.
☐ Send documents to issuing bank without checking.
☐

In case of need please contact:
On Tel.No: Mobile: Fax.No:
Please credit proceeds to A/C no

……..…

Authorized Signature & Co. stamp S.V.

For Bank use only

Bill Ref No				**Charges**	**Applicant / Beneficiary**
Checked	**1st**		**2nd**		
Reimburse	**Claim / MT 754**		**Remit**		
Remarks					

***Terms and Conditions-**

1. Unless the bill is drawn and/or documents are presented under an Irrevocable Credit issued or confirmed by HSBC Bank Middle East Limited ("The Bank"), we agree that:
   - Not withstanding my/our instruction not to protest the bill The Bank retains recourse on me/us in the event of dishonour.
   - The Bank shall not be responsible for any act, omission, default, suspension, insolvency and bankruptcy of any correspondent, agent or sub-agent.
   - The Bank shall not be responsible for any delay in remittance or loss in exchange during transmission or in the course of collection.
   - The Bank shall not be responsible for loss or delay of any bill of exchange or documents in transit or in the possession of any correspondent agent or sub-agent.
2. Collections are subject to Uniform Rules for Collections, International Chamber of Commerce publication No. 522
3. Drawings under Documentary Credits are subject to Uniform Customs and Practice (UCP 600) for Documentary Credits , International Chamber of Commerce Publication No. 600
4. The Bank has full authority (but no obligation) at its discretion to store and insure goods at our risk and cost.