



HSBC Bank Middle East Limited.

DC No :.....(For Bank use)

.....Office

**APPLICATION FOR IRREVOCABLE DOCUMENTARY CREDIT (DC)**

1. Applicant (Name and address):		2. Date:		3. DC to be available by negotiation (by default) unless another Choice is made by ticking Below: <input type="checkbox"/> Sight Payment <input type="checkbox"/> Deferred payment <input type="checkbox"/> Acceptance	
		4. DC not transferable unless ticked below: <input type="checkbox"/> Transferable			
5. Contact name: (For any clarification with regard to this application)		Tel. No:		Fax No:	
6. Import Account No.					
7. Beneficiary (Name and address):		8. Date of DC expiry			
		9. Place of DC expiry			
		10. Shipment / delivery not later than			
		11. Period for presentation of documents		(15 days after shipment by default unless specified otherwise)	
12. Partial shipment / delivery		<input type="checkbox"/> Allowed <input type="checkbox"/> Not allowed		13. Transshipment	
				<input type="checkbox"/> Allowed except in Israel <input type="checkbox"/> Not allowed	
14. Amount in figures and currency				15. Allowance of variance in amount, if any	
16. Amount in words					
17. Drafts required		<input type="checkbox"/> At sight, drawn on the issuing bank for full invoice value of goods <input type="checkbox"/> At _____ days from / after bank for full invoice value of goods <span style="float: right;">dawn on the issuing</span>			
18. Description of Goods: (A brief description without excessive details)					
19. Trade term		<input type="checkbox"/> EXW <input type="checkbox"/> FCA <input type="checkbox"/> FOB <input type="checkbox"/> CFR <input type="checkbox"/> CIF <input type="checkbox"/> CPT <input type="checkbox"/> CIP <input type="checkbox"/> DDU <input type="checkbox"/> DDP <input type="checkbox"/> Other			
20. Insurance to be covered by		<input type="checkbox"/> Applicant <input type="checkbox"/> Beneficiary <input type="checkbox"/> Ultimate Buyer			
Fill up 21,22,23 and 24 for sea and road shipments only					
21. Place of taking in charge / shipment				22. Place of final destination	
23. Port of loading				24. Port of discharge	
Fill up 25 and 26 for air shipments only					
25. Airport of departure				26. Airport of destination	
27. All banking charges outside the country of issuance of this DC are on account of: In case of local DC, all charges other than issuance charges are on account of:				<input type="checkbox"/> Beneficiary <input type="checkbox"/> Applicant	
28. In case the DC is usance, the acceptance commission to be borne by				<input type="checkbox"/> Beneficiary <input type="checkbox"/> Applicant	
29. Confirmation		<input type="checkbox"/> Required <input type="checkbox"/> Not required		30. Confirmation charges to be borne by	
				<input type="checkbox"/> Beneficiary <input type="checkbox"/> Applicant	
30. Legalization of documents by beneficiary				<input type="checkbox"/> Required <input type="checkbox"/> Not Required	
Legalization (if required) charges are on account of				<input type="checkbox"/> Beneficiary <input type="checkbox"/> Applicant	

Applicant's Signature

**33. Documents required related details: (Please tick / complete as required)**

<input type="checkbox"/>	1	Signed Commercial Invoice(s) in..... (State No. of copies required), original certified by the Chamber of Commerce showing brand names or trade marks and the full name and address of the manufacturer/producer of the goods shipped under this credit.
<input type="checkbox"/>	2	Full set of 3/3 originals and 2 Non Negotiable copies of clean "On board" ocean / marine / multimodal bills of lading made out to the order of shipper, endorsed in blank, marked Freight <input type="checkbox"/> Prepaid / <input type="checkbox"/> Collect, and notify applicant with full address and HSBC Bank Middle East Limited, P.O Box 57, Doha, Qatar, quoting this DC number.
<input type="checkbox"/>	3	Original Air waybill marked "for the consignor / shipper" signed by the carrier or their agent, marked Freight <input type="checkbox"/> Prepaid / <input type="checkbox"/> Collect, showing flight number and date of despatch of goods, evidencing despatch to HSBC Bank Middle East Limited, P.O.Box 57, Doha, Qatar, and notify the applicant with full address quoting this DC number.
<input type="checkbox"/>	4	Original Truck consignment note evidencing goods received for despatch by truck showing the truck number, date of despatch, place of taking in charge and place of delivery and marked freight <input type="checkbox"/> Prepaid / <input type="checkbox"/> Collect
<input type="checkbox"/>	5	Delivery Note in ..... copies duly countersigned and dated by the Applicant's authorised representative(s) Mr..... confirming receipt of goods in good order and condition (signature(s) must be verified by the negotiating bank bearing a notation to this effect). The specimen signature(s) of the Applicant's authorized representative(s) which forms and integral part of this documentary credit will be forwarded to you by separate mail.
<input type="checkbox"/>	6	Certificate of Origin in duplicate issued by the exporter or the chamber of commerce or any trade commission stating description, trade marks or brand names and origin of goods as ..... and showing the full name and address of the producer/manufacturer and exporter. This certificate if issued by the exporter must be signed and stamped by the chamber of commerce or any trade commission.
<input type="checkbox"/>	7	Packing List in ..... copies.( Please specify the number of copies required)
<input type="checkbox"/>	8	Copy of shipment advise / dispatch advise sent to .....(state name of the Insurance company), Fax No. ...., within days from shipment of goods referring to Cover Note / Open Policy number mentioning the name of carrying vessel / flight number / truck number, value of consignment and date of shipment / dispatch, quoting our DC number and the name of the applicant. The relative fax transmission report must be presented for negotiation.
<input type="checkbox"/>	9	Marine Insurance Policy or Certificate issued in negotiable form in the currency of this documentary credit for full CIF value plus 10 percent from warehouse to warehouse covering all risks including Institute Cargo Clauses (A), Institute War Clauses (Cargo) and Institute Strike Clauses (Cargo), showing claims if any, payable at Doha, Qatar irrespective of the percentage.
<input type="checkbox"/>	10	Air insurance Policy or Certificate issued in negotiable form in the currency of this documentary credit for full CIP value plus 10 percent covering all risks including Institute Cargo Clauses (Air), Institute War Clauses (Air Cargo) and Institute Strike Clauses (Air Cargo), showing claims if any, payable at Doha, Qatar irrespective of percentage.
<input type="checkbox"/>	11	Insurance policy or Certificate issued in negotiable form in the currency of this documentary credit for full CIP value plus 10 percent covering all risk including Land Transit Clause, showing claims if any, payable at Doha, Qatar irrespective of percentage.
<input type="checkbox"/>	12	Certificate from the shipping company or their agents stating that the goods are shipped on conference / regular line vessel: (i) That is exempted from the 'SOLAS' convention certification requirement and is not required to have a certificate of conformity to the ISM code or that is has a current ISM code certificate, if the carrying vessel is subject to 'SOLAS' (ii) Covered by Institute Classification Clause. (iii) That is allowed by Arab authorities to call at Arabian ports and is not scheduled to call at any Israeli ports during its voyage to Qatar and is allowed to enter Qatar ports according to its maritime laws and port regulations. (Conference / Regular Line vessel will not be stated if shipment is from a European Port.
<input type="checkbox"/>	13	Bills of Lading must be accompanied by a certificate issued by shipping company or master or carrier certifying that the carrying vessel is allowed by Arab Authorities to call at Arabian ports including ports of the state of Qatar ( <i>This clause is applicable only in case of beneficiary / shipments from USA, Canada, France and Germany</i> )
<input type="checkbox"/>	14	Shipping marks: .....

**34. Special Conditions:**

<input type="checkbox"/>	1.	<ul style="list-style-type: none"> <li>The Certificate of Origin must be attested/legalised by the Qatar Embassy.</li> <li>Bills of lading must evidence the name and address of the carrying vessel's agents at the port of destination</li> </ul>
<input type="checkbox"/>	2.	The insurance policy (if called for) and certificate of origin in languages other than English or Arabic are acceptable only if they are accompanied by the translation in English duly countersigned by a Chamber of Commerce. Any other documents presented under this Documentary Credit in languages other than English or Arabic are not acceptable.
<input type="checkbox"/>	3.	At the time of negotiation you will be paid the amount of drawing less commission/Trade Discount at .....% on the amount of the draft/.....Invoice value and Insurance Premium at .....% on ..... % of the invoice value due to M/s.....

35. Additional information / other documents / conditions (if any) for the Issuing Bank:

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**Terms and Conditions**

1. This Documentary Credit is subject to the Uniform Customs and Practice for Documentary Credits, International Chamber of Commerce Publication No.600 (UCP) currently available and any revision or amendments thereto. We hereby acknowledge that we have fully read and understood the provisions of UCP. We further agree that in the event of any conflict between provisions of the Documentary Credit and UCP the terms and conditions of this Documentary Credit shall prevail. We are aware and accept the implications of relevant articles of UCP concerning the disclaimer on effectiveness of documents and the disclaimer on transmission of messages.
2. If the documents called for do not include insurance policy (ies) or certificate (s), we undertake to produce to you within 15 days from the date of this application an insurance policy (ies) or certificate (s) acceptable to you, with the Bank named as first loss payee, for the CFR value plus at least 10 per cent, failing which you may (without any obligation on you in this respect) effect insurance at our expense.
3. If this Documentary Credit is to be advised through an agency or correspondent bank in USA, you are authorised to accept at your sole discretion and under our responsibility American Institute Clauses insurance policies.
4. You are authorised to make any addition (prior to the issuance of this Documentary Credit) to the documents specified under this Documentary Credit which you may consider necessary to ensure compliance with government regulations but you are not obliged to do so.
5. We certify that neither, the beneficiary (ies) named nor the supplier(s) of the goods are subject to any boycott or blacklisting. We further add, that the import of the goods described above, is not prohibited or restricted, and that we hold and undertake to exhibit to you a valid import license where such license is required.
6. We agree that the acceptance of Carrier's Bills of Lading is at the discretion of your agents or correspondents. In the case of Bills of Lading issued by a member of a conference line, we agree that your agents or correspondents shall be at liberty to refuse Bills of Lading unless accompanied by a certificate, issued by the Carrier (s) certifying that it is a member of a conference line.
7. We accept that it's our responsibility as importers to advise you of the name (s) of shipping companies (if any) in whose vessels we do not wish the goods to be shipped.
8. This Documentary Credit and the drawing (s) thereunder are to be subject to the terms of the "Trade Financing General Agreement". Omnibus Trust Receipt Agreement and Omnibus Counter Indemnity given as applicable..
9. Drafts may be drawn clausued "without recourse" if the drawers so require.
10. You are authorised, at your sole discretion and without obligation to do so whenever you consider it advisable, customary or appropriate, to waive / delete the following from the transactions contained in the application (whether completed by us or not) namely:  
Drafts at sight / at      days drawn on                      for full invoice value of goods.
11. We acknowledge that the right is reserved by you to refuse any requested loan application made at the time of presentation of documents under this Documentary Credit.
12. You may restrict negotiations under the documentary credit to your own offices or to any correspondent of your choice unless otherwise instructed by us.
13. The words "we" or "our" shall be read as "I" or "my" if this application is signed by or on behalf of an individual.
14. In the absence of any instructions to the contrary specified in the "Additional conditions" in this application, you are authorised to instruct any bank or branch concerned to despatch any draft(s) and/or documents by mail or other method of conveyance at you sole discretion.
15. The Bank and other members of the HSBC Group are required to act in accordance with the laws and regulations operating in various jurisdictions which relate to the prevention of money laundering, terrorist financing and the provision of financial and other services to any persons or entities which may be subject to sanctions. The Bank may take, and may instruct other members of the HSBC Group to take, any action which it, in its sole and absolute discretion, considers to take in accordance with all such laws and regulations. Such action may include but is not limited to: to interception, reporting and investigation of any payment messages and other information or Customer Instructions sent to or by the Customer or on its behalf via the Bank's system or any other member of the HSBC Group's systems; and making further enquiries as to whether a name which might refer to a sanctioned person or entity actually refers to that person or entity. Notwithstanding any provision of this Agreement, neither the

Bank nor any member of the HSBC Group will be liable for loss (whether direct, consequential or loss of profit, data or interest) or damage suffered by any party arising out of:

any delay or failure by the Bank or any member of the HSBC Group in performing any of its duties under this agreement or other obligations caused in whole or in part by any steps which the Bank, in its sole and absolute discretion, considers appropriate to take in accordance with all such laws and regulations; or

the exercise of any of the Bank's rights under this clause.

In certain circumstances, the action which the Bank may take may prevent or cause a delay in the processing of certain information. Therefore, neither the Bank nor any member of the HSBC Group warrants that any information on the Bank's systems relating to any payment messages and Customer instructions which are the subject of any action taken pursuant to this clause is accurate, current or up-to-date at the time it is accessed, whilst such action is being taken. Subject to the overriding requirements of any applicable laws and regulations, the Bank will endeavour to notify the Customer of the existence of such circumstances as soon as is reasonably practicable.

**SETTLEMENT INSTRUCTIONS FOR CLEAN DOCUMENTS;**

Please debit our account no: .....on receipt of clean documents at sight / on due date

Please settle the bill by granting a Clean Import Loan for ..... Days.

We request you to issue your Irrevocable Documentary Credit for our account in accordance with the instructions above and subject to the above Terms and Conditions.  
Please debit your DC Opening commission, advising expenses and margin as applicable to our account number:

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Signature of applicant with company stamp

**FOR BANK USE ONLY**

Signature verified

RM :

Management approval

NOTE: This application is also available in Arabic language should you wish to complete your instructions in Arabic