

Doha Office

**COLLECTION ORDER**

NEGOTIATION

COLLECTION

PURCHASE / DISCOUNT

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

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

**Documents enclosed**

Drafts	Invoices	Insurance	Packing List	Weight List	Cert. Of Origin
B/L or AWB	TCN or TWB	Inspection Cert	Shipment Adv.	Benef. Cert.	Original L/C

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**

- Check documents and advise discrepancies to us
- Forward documents to the issuing bank for applicant's approval in case of discrepancies
- Forward documents to the issuing bank without checking
- Obtain issuing bank's approval for any discrepancies and negotiate documents

In case of need please contact: ..... On telephone no: .....  Please credit proceeds to A/C no.....	..... Authorised Signature & Co. stamp <span style="float: right;">S.V.</span>
--------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------

**FOR HSBC OFFICIAL USE ONLY**

1 <sup>ST</sup> CHECK	2 <sup>ND</sup> CHECK	ADVISED ON	RECTIFIED ON	OUR REF.
-----------------------	-----------------------	------------	--------------	----------

**Discrepancies:**


**Terms and Conditions for Presentation of Export Documents :**

- a) Unless the bill is drawn and/or presented under an Irrevocable Documentary Credit issued or confirmed by HSBC Bank Middle East Limited ("The Bank") I/We agree that:
  - Notwithstanding 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.
- b) Collections are subject to Uniform Rules for Collections (1995 Revision), International Chamber of Commerce publication No. 522
- c) Drawings under Documentary Credits are subject to Uniform Customs and Practice for Documentary Credits (2007 Revision) International Chamber of Commerce No. 600
- d) The Bank has full authority (but no obligation) at its discretion to store and insure goods at our risk and cost.