



APPLICATION FOR DOCUMENTARY COLLECTION-i and/or NEGOTIATION

To:

Click to select branch

Date (dd/mm/yyyy)

Type of Application

☐ Documentary Collection-i

☐ Negotiation

1. Drawer/Beneficiary's Name and Address

Business Registration Number	
Reference Number	
Contact Person	
Telephone Number	
Email Address	
Fax Number	

2. Drawee/Applicant's Name and Address

--

3. Collecting/LC Issuance Bank's Name and Address

4. Currency & Amount in Figures

Click to select currency

In words

5. Tenor of Draft

☐ Sight

☐ UsanceaT ☐ days

☐ Others, please specify

6. Processing Instructions (for documents presented under Documentary Credit)

Documents drawn under Documentary Credit No.

☐ Discount (usance) / Purchase (sight)

☐ Presentation to Issuing Bank for Payment / Reimbursing Bank for payment

Issuance Date (dd/mm/yyyy)

7. Documentary Collection Instructions

a) ☐ Documentary/Purchase

☐ Collection of proceeds

b) Deliver Documents against:

☐ Acceptance

☐ Payments

☐ Acceptance / Payments may be deferred pending arrival of vessel carrying goods

☐ Others, if any (please specify)

c) *Protest instructions :

☐ Do not protest

☐ Protest for non acceptance

☐ Protest for non payment

d) Advise of Payment / Acceptance and Due date by :

☐ Cable ☐ SWIFT ☐ Air Mail

e) Advice of Non-Payment / Non-Acceptance by:

☐ Cable ☐ SWIFT ☐ Air Mail

Note: * If no instruction are given regarding protest, the Bank will assume that NO protest is required

8. Documents Attached (please fill in the number)

Type	Bill of Exchange	Commercial Invoices	Certified consular invoice	Certificate of Origin	Insurance policy / certificate	Bill of Lading
Original						
Copies						
Type	Delivery Order	Air Waybill	Packing List	Weight List	Other documents	Other documents
Original						
Copies						

a) Payment of Collection Charges

- b) Waive Collection charges if refused by the drawee and charge them to us ☐ Yes ☐ No. Please deduct from proceeds

11. Additional Instructions / Conditions:

12. Instruction on Proceeds Disposal & Charges

To pay :

- Mode of Payments:**

- #### 14. Applicant's Authorisation and Declaration

- 15. Authorised Signatory/ies (Name of Signatory/ies, Date, Signature, Company Stamp, wherever applicable)**

--

