

## Application for Irrevocable Documentary Credit (DC)

To: HSBC Bank Middle East Limited. Branch

 This is an application for the trade service(s) specified below.  
 Complete the required information and provide any instructions related to the trade service(s).

<b>2.1 Applicant Name (the Customer)</b>  <b>2.3 Applicant Contact Person</b>  <b>2.4 Applicant Tel</b>	<b>2.2 Applicant Address</b>   <b>2.5 Import Account No. (if known)</b>
<b>3.1. Beneficiary Name</b>  <b>3.2. Beneficiary Address</b>	<b>3.3 Beneficiary Contact Person</b>  <b>3.4 Beneficiary Tel</b>  <b>3.5 Beneficiary Fax</b>
<b>4. DC Number</b>	<b>5.1 DC Currency</b>
<b>5.3 DC Amount &amp; Currency (in Words)</b> <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 5px;"></div>	<b>5.2 DC Amount (in Figures)</b>  <b>5.4 Expiry Date</b> D D M M Y Y Y Y  <b>5.5 Expiry Place</b>
<b>5.6 Partial Shipments</b> Allowed      Not Allowed  <b>5.10 DC available with</b> <input type="checkbox"/> Any Bank / <input type="checkbox"/> Advising Bank / <input type="checkbox"/> Issuing Bank  <b>5.13 DC Tenor</b> Sight    or    Tenor <input style="width: 50px;" type="text"/> days from <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	<b>5.7 Allowance in DC amount +/- %</b>  <b>5.8 Allowance in Quantity +/- %</b> <input style="width: 50px;" type="text"/>  <b>5.9 Confirmation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>5.11 Transhipments</b> Allowed      Not Allowed  <b>5.12 Drafts Required</b> Yes      No  <b>5.14 DC available by</b> Negotiation /    Acceptance / Sight payment /    Deferred payment  <b>5.15 Transferable</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5.15 Period for presentation of documents</b> Documents to be presented within      days after the date of shipment but within the the validity of the DC.	
<b>6.1 Advising Bank SWIFT code (if known)</b>  <b>6.2 Advising Bank Name</b>	<b>6.3 Advising Bank Address</b>

**7.1 Description of Goods (without excessive detail)**

**7.2 Place of Taking in Charge/Receipt**

**7.3 Port of Loading/Airport of Departure**

**7.4 Port of Discharge/Airport of Destination**

**7.5 Place of Final Destination/Place of Delivery**

**7.6 Latest date of Shipment**

**7.7 Incoterms**

D D M M Y Y Y Y

EXW FCA FOB CFR  
CIF CPT CIP DDP  
Other

**7.8 Insurance to be covered by**

Ultimate Buyer Applicant

HSBC to arrange insurance for us at our cost with an insurance company (including any HSBC Group member) acceptable to HSBC.  
HSBC is authorised to debit our Account No. for the insurance premium (once the policy is effected at the rate agreed)  
Insurance already/will be arranged by us.

**Documents required**

**8.1** Signed commercial invoices in [ ] (no. of copies required) specifying:

- i. Relevant harmonised system commodity code number(s) applicable to each item shipped under the DC
- ii. Name and address of the manufacturer(s) or producer(s)

**8.2** Full set of 3/3 original 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 collect/  freight prepaid, and notify Applicant and HSBC Bank Middle East Limited, UAE, quoting the DC number.

**8.3** Original air waybill marked 'for the consignor/shipper', signed by the carrier or his agent, marked  freight collect/  freight prepaid, showing flight number, airport of departure, airport of destination and date of despatch of goods, consigned to HSBC Bank Middle East Limited, UAE and notify the applicant with full address mentioning the DC number

**8.4** 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 collect/  freight prepaid.

**8.5** Delivery note in copies [ ], duly countersigned and dated by the applicant's authorised representative, Mr/Ms. [ ], whose signature must be verified by the negotiating bank, confirming the receipt of goods in good order and condition. The specimen signature of applicant's authorised representative, which forms an integral part of the DC, will be forwarded to you in a separate mail. (Note: Please attach the speci-men signature so we may forward it to the advising bank.)

**8.6** Certificate of origin in duplicate issued by the country's chamber of commerce or industry in the Beneficiary/exporting country stating that the Goods are of [ ] origin, showing the full name and address of manufacturer or producer and the exporter of the Goods.

**8.7**  Packing list in [ ] (specify number of copies required)

**8.8**  A copy of shipment/despatch advice sent to [ ] (please mention name of insurance company) and the applicant by fax, within 3 working days after the shipment, on fax number(s):  
1. [ ], 2. [ ], referring to open policy number [ ]  
showing the name of the carrying vessel/flight number/truck number, date of shipment/despatch, marks, amount and the number of the DC. The relative fax transmission report must be presented for negotiation.

**8.9** A marine insurance policy or certificate issued in negotiable form in the currency of the DC for full CIF value plus 10 per cent from warehouse to warehouse covering the current Institute Cargo Clause (A), Institute War Clauses (Cargo) and Institute Strike Clauses (Cargo), with claims, if any, payable in the country, irrespective of percentage

**8.10** Air insurance policy or certificate issued in negotiable form in the currency of the DC for full CIP value plus 10 per cent covering the current Institute Cargo Clauses (Air), Institute War Clauses (Air Cargo) and Institute Strikes Clauses (Air Cargo) or as appropriate with claims, if any, payable in the UAE, irrespective of percentage

**8.11** Insurance policy or certificate issued in negotiable form in the currency of the DC for full CIP value plus 10 per cent covering 'all risks', including road transport risk with claims, if any, payable in the country, irrespective of percentage

**8.12** Shipping marks:

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Charges – to be paid by Applicant(A)/Beneficiary(B)	A	B		A	B
9.1 DC Opening Commission			9.3 Issuing bank other charges		
9.2 Correspondent bank charges			9.4 DC confirmation charges (if applicable)		
<b>10. Account No. for charges</b>			9.5 Legalisation charges (if applicable)		

**11. Back to Back DC**

This application is for a back-to-back DC to be issued against the master credit No. \_\_\_\_\_ issued by \_\_\_\_\_ (the "Master DC").  
The original Master DC is enclosed / being held by HSBC.

**12. Settlement instruction (if applicable)**

Settle all amounts owing by the Applicant under this application by:

**Account Debit.** Debiting to account

Currency  A/C:  Current /  Savings for settlement.

**Master DC proceeds.** Using the proceeds received by HSBC under the Master DC or any financing amount obtained by the Applicant in relation to the Master DC.

**Loan.** Drawing a buyer loan for  days.

**Other (specify)**

**13. Additional Information and Instructions**

**Special conditions that will be included in the DC:**

1. Bill of lading must have evidence of name and address of carrying vessel's agents at the port of destination.
2. The original invoice and the original certificate of origin must be attested or legalised by the country embassy or consulate in the beneficiary's country or, in its absence, by the nearest country embassy or consulate. Presentation of documents without legalisation by country embassy or consulate is acceptable provided invoice shows a deduction in line with the local government regulation on gross invoice value as per the current schedule. (If any legalisation charges are incurred, these are to be borne by the beneficiary.)
3. The insurance policy (if called for) and certificate of origin in languages other than English are acceptable only if they are accompanied by a translation in English, duly countersigned by a member of the Chamber of Commerce. Any other documents submitted under this DC in languages other than English are not acceptable.
4. Under no circumstances may a bank listed in the Arab Israeli Boycott Blacklist negotiate documents under this DC.
5. A 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 it has a current ISM code certificate, if the carrying vessel is subject to SOLAS;
  - ii. that is covered by Institute Classification Clause; and
  - iii. that is allowed to enter ports in the country according to its maritime laws and port regulations

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](http://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; • 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); and
- hereby grants in favour of HSBC security over all documents and goods (which are at any time in HSBC's actual or constructive possession or control or held on trust for HSBC, or to HSBC's order, whether for custody, collection, security, the making of a claim or any other reason and whether or not in the ordinary course of banking business and whether in this jurisdiction or elsewhere) by way of pledge, charge and assignment, in each case to the full extent possible by law, as security for any amounts owing to HSBC in connection with this application (and the trade service(s) provided or undertaken by HSBC as a result of this application), and, on and at any time after the date of this application, HSBC shall be entitled to exercise all rights, powers and remedies conferred on HSBC by law as a secured party in relation of the documents and the goods.

Signed for and on behalf of the customer:

S.V.

**Authorised Signatories**