

Seller/Exporter/Drawer		FOR BANK USE ONLY	
		Bank Reference No.	
BRC No.:		To: TAIWAN COOPERATIVE BANK, Hong Kong Branch	
Our Reference	In case of queries, please phone and ask for	<b>NEGOTIATION / COLLECTION ORDER</b>	
Buyer/Importer/Drawee		We hand you draft and or documents as under for disposal in accordance with the following instruction and subject to our General Security Agreement relating to Goods or Trade Finance General Agreement given to you and to the terms and conditions overleaf for:	
		<input type="checkbox"/> NEGOTIATION under DOCUMENTARY CREDIT <input type="checkbox"/> COLLECTION <input type="checkbox"/> PURCHASE subject to Final Payment (for D/P or D/A)	
		Bill Amount	
Documentary Credit No.		For Bill not under Documentary Credit please follow Instructions as marked "X"	
Issuing Bank		<input type="checkbox"/> Documents against payment	
		<input type="checkbox"/> Documents against acceptance	
Please mark the number of documents attached		<input type="checkbox"/> All charges for drawee	
1	Draft	Advise non-payment/non-acceptance by <input type="checkbox"/> Airmail <input type="checkbox"/> Cable	
2	Commercial Invoice	Acceptance/Payment may await arrival of carrying vessel	
3	Customs/Consular Invoice	<input type="checkbox"/> Protest for non-payment and/or not-acceptance	
4	Insurance Policy/Certificate	<input type="checkbox"/> No protest	
5	Original Bill of Lading	Advise acceptance & maturity date by <input type="checkbox"/> Airmail <input type="checkbox"/> Cable	
6	Non-negotiable Bill of Lading	Advise payment by <input type="checkbox"/> Airmail <input type="checkbox"/> Cable	
7	Air Waybill	<input type="checkbox"/> Waive interest and/or collection charges of refused	
8	Cargo Receipt	<input type="checkbox"/> Do not waive interest and/or collection charges if refused	
9	Packing/Weight List	Remit proceeds by <input type="checkbox"/> Airmail <input type="checkbox"/> Cable (with Instruction to	
10	Certificate of Origin	receiving bank to advise payment by cable)	
11	Inspection Certificate	Please collect interest at <input type="checkbox"/> % from date of <input type="checkbox"/> First Presentation	
12	Beneficiary Certificate	<input type="checkbox"/> Arrival of Steamer <input type="checkbox"/> Maturity to date of payment	
13	Beneficiary Statement	<input type="checkbox"/> plus <input type="checkbox"/> days interest	
14	ORIGINAL L/C	In case of need refer to	
		Tel No.:	
		Documents may be released against payment in local currency provided the drawees give their undertaking to pay any difference arising from fluctuations in the exchange rate between date of payment and date of final remittance.	
		Present draft and document for collection through:	
<b>PROCEEDS DISPOSAL: Please follow instructions marked "X"</b>			
	Please credit the net proceeds to our A/C number:	9065-	
	Please credit our A/C number:	9065- any charges incurred, please debit our A/C number: 9065-	
	Please apply the proceeds to	<input type="checkbox"/> loans(s) <input type="checkbox"/> inwards bills in our name	
We request that you, if required, collect payment through a correspondent bank selected by you (pursuant to condition 5 overleaf) for our account with the above instructions (marked with an "x" where appropriate) and subject to the conditions printed overleaf.			
S.V.			
AUTHORIZED SIGNATURE(S)			

## Terms and Conditions

1. Unless the bill is drawn and/or documents are presented under an irrevocable Credit issued or confirmed by Taiwan Cooperative Bank. ("The Bank") we agree that:
  - a) Notwithstanding my/our instruction to protest the bill or otherwise, the Bank retains recourse on me/us in the event of dishonour.
  - b) Where authority has been given in instruction overleaf to release documents against payment in local currency, we hold ourselves responsible for the full amount of the bill being remitted, and we will refund to The Bank any shortfall on demand if the full amount is not remitted to them within a period considered by them to be reasonable.
  - c) The Bank shall not be responsible for any act, omission, default, suspension, insolvency or bankruptcy of any correspondent, agent or sub-agent.
  - d) The Bank shall not be responsible for any delay in remittance or loss in exchange during transmission or in the course of collection.
  - e) 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 the Uniform Rules for Collections (1995 Revision), International Chamber of Commerce Publication No. 522, incorporating all amendments made in subsequent revisions thereof.
3. Drawings under Documentary Credits are subject to Uniform Customs and Practice for Documentary Credits (2007 Revision), International Chamber of Commerce Publication 600, incorporating all amendments made in subsequent revisions thereof.
4. The Bank has full authority (but no obligation) at its discretion to store and insure the goods at our risk and cost.
5. If the Bank elects to collect payment through a correspondent bank, then the bank shall have complete discretion in selecting such correspondent bank and we confirm that the indemnities granted by us to the Bank under the General Agreement by Customer(s), the General Security Agreement Relating to Goods and the Trade Financing General Agreement and all other agreements entered into by us in the Bank's favour shall be extended to indemnify the Bank against all actions, claims, demands, liabilities, losses, damages, costs, charges and expenses of whatever nature which the Bank may sustain, suffer or incur, including any liability to the correspondent bank, in connection with or arising in any way out of the negotiation/collection order,

No. ....

Exchange for .....

Hong Kong, .....

At Sight of this First of Exchange (Second Unpaid)

**Pay to order of Taiwan Cooperative Bank, Hong Kong Branch**

Say .....

1

Value received / Drawn under Letter of Credit No. ....

Dated

Issued by

For and on behalf of

To

.....

No. ....

Exchange for .....

Hong Kong, .....

At Sight of this Second of Exchange (First Unpaid)

**Pay to order of Taiwan Cooperative Bank, Hong Kong Branch**

Say .....

2

Value received / Drawn under Letter of Credit No. ....

Dated

Issued by

For and on behalf of

To

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