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To: The Manager  
ANZ Trade and Supply Chain

Date (dd/mm/yyyy)

Mumbai

From (customer name and address, include company identification number if applicable):

Bank Reference

Customer Reference

I/we request that ANZ handle the attached documents in accordance with instructions marked "X" and subject to the Uniform Rules for Collections (1995 Revision) ICC Publication No. 522.

**COLLECTION**

Discount/ Purchase by crediting account/s stated below immediately and forward for collection

Forward for collection and credit proceeds to account's stated below on receipt of payment from Collecting Bank

Drawee's Bankers (name and address)

Drawee (name and address)

Currency

Tenor

Amount

**DOCUMENTS PRESENTED (No of copies)**

Originals   Duplicates

Originals   Duplicates

		Bills of Exchange
		Invoice
		Bill of Lading

		Health Certificate
		Inspection Certificate
		Test Certificate



	Air Waybill
	Insurance Certificate
	Certificate of origin
	Packing List
	GR/ SOFTEX/ PP Form
	[Other]

	Quality Certificate
	Beneficiary's Certificate
	Tally Sheet
	Log List
	[Other]
	[Other]

Dispatch documents as follows

Original and Duplicate [one copy/two copies]

**SHIPPING DETAILS**

From  To  Via

Shipping Date (dd/mm/yyyy)  ETA of Vessel

Carrier Name  Vessel name

Description of Goods

**COLLECTION INSTRUCTIONS**

- Release documents against Payment – D/P (for Sight Collections).
- Release documents against Acceptance – D/A (for Term Collections).
- Obtain advice of acceptance / payment by authenticated telecommunication.
- ANZ charges (including interest if applicable) are for the account of . (Charges for our account will be calculated at the exchange rate applicable on the day of lodgement).
- Overseas / local / other bank charges, including commission, stamp duty, telecommunication costs and postage are for drawee's account.
- Presentation may be delayed until arrival of goods at port of destination without Noting / Protesting.



[waive/ do not waive] charges / interest if refused.

Collect interest at  % p.a (based on  day year)  
from  to  date.

If the drawee has not effected acceptance within  days of presentation or made payment on due date then

Note or protest for

Advise by  
Telecommunications

Do not note or protest for

Store and insure goods.

**SPECIAL INSTRUCTIONS**

Please note: Banks have no obligation to take action in respect of goods to which the documentary collection relates, including storage and insurance of the goods even when specific instructions are given to do so.

**OTHERS**

GR/ SOFTEX/ PP Form No

ECGC Policy No

Date

**CREDIT DISCOUNTED PROCEEDS TO**

Domestic Account No

Preshipment Loan No

Other Bank Account No

Bank Name & Branch

RTGS Code

Apply proceeds against Forward Exchange Contract

Number

Date

Please credit balance of negotiation proceeds as follows

Credit our Local currency Account No



Credit our Foreign Local currency Account No

Forward Exchange contract (FEC) No

Other Bank Account Number

Order / Contact/ LC No

Bank Name & Branch

**Charges:**

Debit our following account for all charges relating to this instruction:

Account Number [INR]

This application is subject to, and we are bound by, the terms in the ANZ Trade Terms booklet and any other applicable Trade Agreements. We confirm that ANZ has given us the booklet or we have accessed it at [anz.com/india/en/corporate](http://anz.com/india/en/corporate) and given us the other applicable Trade Agreements. We acknowledge ANZ recommends that we read these documents and seek clarification from ANZ about any issues of concern.

Authorised Signature

Name of Authorised Signatory

Authorised Signature

Name of Authorised Signatory

Company stamp or chop (if applicable):

**BANK USE ONLY**

Date received (dd/mm/yyyy)

Signature(s) verified

Yes  No

All checks complete

Approved by

Trade Relationship Officer

Manager / Team Leader