## **Application for Export Collection**



Please complete this form. Upon completion, please send to: NatWest Bank, International Bank 6 Brindleyplace, Birmingham B1 2 SWIFT code NWBKGB2L	Service & Operations use		
1. Key collection information			
Seller/Drawer name and address			
Contact name			
Preferred daytime contact number			
Fax number			

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Email address

Buyer/Drawee company name

Buyer/Drawee bank name and address

Seller/Drawer reference

Amount of collection

Tenor (e.g. Sight/60 Days Sight/30 Days after Shipment, etc)

Deliver documents against	: Acce	ptance	OR Payment	<b>OR</b> Special instruc	tion (Section 5)	
2. Documents - Enter number of documents for each of the following						
	Original	Сору		Original	Сору	
Bill of exchange Comm'l invoice Certified invoice			Packing List Ins pol/cert Cert of origin			
Original Bill of lading Multi-modal trans						
Air waybill						

Please deal with the enclosed remittance in accordance with instructions marked below.

Currency

3. Charges
Collect all charges outside of the UK from buyer/drawee Charges outside of the UK may be waived Yes No
Additionally, collect NatWest charges from buyer/drawee NatWest charges may be waived Yes No
All charges to be paid by ourselves
Courier costs will be for the Seller/Drawer
4. Instructions for non-acceptance/non-payment
Acceptance/Payment may be deferred until goods arrive Yes No
Protest in the event of non-acceptance Yes No
Protest in the event of non-payment Yes No
We have insured the goods OR Insurance covered by Buyer
5. Special instructions
6. Settlement instructions
If necessary accept a deposit in local currency together with buyer/drawee's written undertaking to take all possible action to ensure remittance of sterling/dollars and to make good any exchange loss. Advise date paid in local currency.
6.1 NatWest account - please state where to pay proceeds and deduct charges.
A. Sterling: sort code and account number Proceeds Charges
B. Currency: account number Proceeds Charges
held at branch.
C. Forward contract details
6.2 Non-NatWest account
D. Remit proceeds at my expense to my account number (quote IBAN if known)
held at
7. Complete only if advance required
Advance the sum of (currency and amount)
Now Deferred date

8. Export Collection Agreement

The Trade Services Terms are available to be read and printed online. To access the Terms go to www.natwest.com/terms and enter tst0710

Alternatively, a copy can be obtained from the Customer's Relationship Manager.

By signing:

- I/We confirm the details on the Application are correct.
- I/We agree to the Trade Services Terms.

Please Note: All documents to be sent abroad by courier.

## Signed in accordance with the authority held by the Bank

For (name of company/firm)

Authorised signatories	
Name	Name
Date	Date

Customers are advised to retain a copy of this document for their records.



## 1. Instructions

The following instructions are given by the Bank to the collecting Bank and are applicable except in so far as they may be modified or contradicted by any special instructions from the Customer.

- 1.1 Acknowledge receipt, quoting both your and our reference numbers.
- 1.2 If documents are not taken up on arrival of goods please advise us, stating reason (all charges accrued on the goods are for the principals account).
- 1.3 Advise reasons for refusal to us and confirm case of need, where given, has been advised.
- 1.4 Advise acceptance and due date.
- 1.5 Send all advices by **SWIFT** unless instructed otherwise.
- 1.6 Term bills not already accepted should be presented immediately upon receipt and after acceptance, should be held for payment at maturity.
- 1.7 When collections cover consignments addressed to yourselves by parcel and/or airfreight, the relative packages should be released in accordance with the instructions given for the release of documents.
- 1.8 If documents of title are attached and are not taken up on arrival of the consignment or any difficulty arises, please advise us, stating the reason.

## Meanwhile, please ensure that the goods are properly protected but do not insure them.

All charges accrued on the goods are for the buyer/drawee's account.

Failure on your part to comply with all instructions given will be at your sole responsibility.

Subject to Uniform Rules for Collection URC522, ICC Publication.

It must be understood that we assume NO responsibility for the correctness, validity or genuineness of any of the drafts or documents handed to us referring to the goods, the subject of bills collection or for the description, quality, quantity or delivery of the goods which the documents may purport to represent.

2. On transactions drawn in countries with strict exchange control regulations the Bank may give the following instructions to the collecting Bank in order to protect the goods and the Customer's interests:

If necessary accept a deposit in local currency together with the buyer/drawee's written undertaking to take all possible action to ensure prompt remittance of (currency name) and to make good any exchange loss. 'Advise date paid in local currency'.