

# APPLICATION FORM FOR EXPORT BILL HANDLING



Branch: \_\_\_\_\_  
Date  D  D  M  M  Y  Y  Y  Y

We have exported following commodity/goods and request you to lodge/ finance as per details given below towards the export of goods:

We hand you draft and/or documents as under for disposal in accordance with the following instruction and to the terms and conditional overleaf for:

- COLLECTION
- PURCHASE
- ADVANCE
- NEGOTIATION under LC
- DIRECT

## 1. Bill Details:

Bill Currency	Bill Amount (In figures)		
Bill amount (In words)			
Terms of Payment	<input type="checkbox"/> Sight <input type="checkbox"/> Usance _____ days from _____		
Exported goods/ Service	HS Code		
Port of loading	Port of Destination		
Bill of Lading/ Air Consignment number/ FCR Number			
Bill of Lading/ Air Consignment number/ FCR Number	(If multiple shipping bills details as per annexure)		
Shipping Bill date	Port Code		
Country of Origin of goods			
ICC Incoterms (e.g. FOB, CIF etc.)			
LC No.			
LC issuing bank name & address			
If advance payment received	Date of receipt	FIRC/EFIRC No.	CCY & Amount
Port of Loading			
Port of Discharge			

## 2. Exporter's (Drawer) Details :

## 3. Buyer's (Drawee) Details :

Name and address	Name and address
Contact person	Country
Contact number	Bank Name and Address
E mail ID	Swift Code

## 4. Documents attached (Number of documents) :

Documents	Bill of Exchange/ Draft	Commercial invoice	Transport Doc (B/L, AWB, LR, etc	Packing List	Insurance Policy	Cert. of origin	Test Cert	GR/ Shipping Bill	Others

## 5. Instructions to bank :

a. Please deliver the document against	<input type="checkbox"/> Payment	<input type="checkbox"/> Acceptance
b. In case of Nonpayment/ Non acceptance	<input type="checkbox"/> Protest	<input type="checkbox"/> non-protest
c. Collect overseas charges for Drawee	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Deduct charges from proceeds	<input type="checkbox"/> Yes	<input type="checkbox"/> No

<b>5. Instructions to bank :</b>			
e. Credit the proceeds in :			
Type of Account		<input type="checkbox"/> CA <input type="checkbox"/> CC <input type="checkbox"/> EEFC/RFC/DDA <input type="checkbox"/> EPC/PCFC	
Account Number		_____	
f. I/ We authorise you to debit my/ our below account for charges (if different from above accounts)			
CA/ CC/ OD Account Number		_____	
g. Forward the full set of documents in courier/ airmail to <input type="checkbox"/> Buyer's bank <input type="checkbox"/> Buyer			
<b>Forward Contract details (if booked and to be utilised for this transaction)</b>			
Contract Number:		Booking Date (DDMMYY)	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y
Contract Amount:		Due Date of Contract: (DDMMYY)	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y
Amount to be utilized: Exchange rate as per Forward Contract			

<b>6. Additional Information</b>			
In case export documents are submitted after 21 days from the date of shipment provide delay reason			
Special Instructions (If any) :-			

**WE AGREE TO THE TERMS AND CONDITIONS GIVEN BELOW:**

1. We agree to accept the DISCOUNTING / PURCHASE/NEGOTIATE rate of Interest ruling on the day that the documents are approved by your authorized office and undertake to agree to any consequent adjustment if the proceeds have been credited/paid to us. However, in case of the bills covered by a specified forward contract the above shall not apply and the terms of the forward contract shall be binding on us.
2. In case of any discrepancy/discrepancies noticed by the Bank, please treat the documents on collection basis/return the documents to us.
3. Negotiations are undertaken on the understanding that the Bank retains recourse to its customers, not only for the due payment of the bills at the original maturity date as stated in the bills but also for any loss which may be incurred due to non-payment by Bank / drawee of the bills. Moreover, negotiations are undertaken only on the terms that the Bank is not liable for loss, damage, or delay however cause, which is not directly due to the negligence or default of its own officers or servants.
4. If the bill which has been purchased/discounted remains unpaid/unaccepted, the amount due on the bills together with interest and other charges may be debited to my/our account or otherwise recovered from me/us.
5. We authorize the Bank to take delivery and also to do all other acts necessary for the safety, preservation and storage of the merchandise relative to the accompanying this bill, or otherwise coming into your possession towards the realization of any dues, costs or expenses incurred by the Bank or otherwise outstanding against us at any time on this or any other account, and that the account of sale and of your expenses shall be accepted by us as correct and conclusive.
6. We agree that the Bank shall not be responsible for:
  - a) Any act, omission, default, suspension, insolvency or bankruptcy of any correspondent, agent or subagent or
  - b) For any delay in remittance or loss in exchange during transmission or in the course of collection.
  - c) For loss of any bill of exchange or documents in transit or in the possession of any correspondent agent or sub-agent.
7. Unless otherwise specified, this collection is subject to the Uniform Rules for the Collections ICC publication No. 522 and / or Uniform rules for documentary credit ICC publication No. 600
8. We also undertake and agree to pay to the Bank and hereby Authorize the Bank to reimburse itself for all commission and collection charges and expenses are not paid by the drawee
9. We hereby waive notice of dishonor of non-acceptance and non-payment in respect of the same and undertake to reimburse the bill amount, if returned unpaid/not realized, as per Bank rules, with prevailing penal interest and other charges.
10. Charges for follow up with buyers Bank for non-payment of bill on date is at our cost.
11. We are aware that in case funds are not received through ACU Mechanism or in absence of confirming from remitting Bank/corresponding Bank, funds will be returned at our risk and responsibility.

**EXPORT OF SERVICES:**

12. In case of Post Shipment Finance for Export of Services: We undertake to confirm the following points:

- We are in exports of services of \_\_\_\_\_ (Nature of Services). & same is included in 161 tradable services covered under the General Agreement on trade in Services
- We are registered with the Electronic and software EPC or Services EPC or with Federation of Indian Export Organizations, as applicable. Documentary evidence of the same needs to be provided (Mandatory).
- We confirm that there is no double/excess financing and outlay of working capital expense and actual receipt of payment from the service consumer or his principal abroad.
- Inward remittance will be received from abroad for knock of post shipment finance loan.
- Once payment is received from overseas party, we will utilize the funds to repay the export credit availed of from the bank.

13. I/We also declare that the transaction does not have linkage with any Specially Designated Nationals and Blocked Persons (SDN)/countries listed under OFAC in any manner. If the transaction involves linkage with any Specially Designated Nationals and Blocked Persons (SDN)/countries listed under OFAC in any manner, I/we undertake not to hold RBL Bank Limited responsible for any of its action or inaction in respect of the OFAC-linked transactions.

**Declaration-Cum-Undertaking under FEMA 1999**

I/We hereby declare that the transactional details which are specifically declared in this request letter does not involve and is not premeditated for the purpose of any contravention or evasion of the provisions of the aforesaid Act or of any rules, regulation, notification, direction or order made thereunder. I/We also hereby agree and undertake to give such information/documents as will reasonably satisfy you about this transaction in terms of the above declaration. I/We also understand that if I/We refuse to comply with any such requirement or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention/evasion is contemplated by me/us and would report the matter to Reserve Bank of India. I/We further declare that the undersigned has/have the authority to give this declaration and undertaking on behalf of the company.

Yours faithfully,

(Signature of the applicant)

(Director/Partner/Proprietor/Individual)

**Documents enclosed :** (Please tick as appropriate)

- Multiple Inward remittance/ E- FIRC details as per annexure
- Multiple Shipping Bill details as per annexure
- Original Export LC
- Other documents, if any