

Please complete this form in BLOCK CAPITALS and in black ink  
 Upon completion, please send to:  
 NatWest Bank, Collections Centre, PO Box 11139, 6 Brindleyplace,  
 Birmingham, B1 2XB. Telephone 0121 566 0069  
 SWIFT code NWBKGB2L Fax 0121 566 0079

Collections Centre use									
T	F	P	B	H	O				

## 1. Key collection information

Customer name and address	Customer reference
<input type="text"/>	<input type="text"/>
<input type="text"/>	Amount of collection
<input type="text"/>	<input type="text"/>
<input type="text"/>	Currency
<input type="text"/>	<input type="text"/>
<input type="text"/>	Tenor (e.g. Sight/60 Days Sight/30 Days after Shipment etc)
<input type="text"/>	<input type="text"/>
Contact name	
<input type="text"/>	
Preferred daytime contact number	Deliver documents against:
<input type="text"/>	Acceptance <input type="checkbox"/>
Fax number	OR Payment <input type="checkbox"/>
<input type="text"/>	OR Special instruction (Section 5) <input type="checkbox"/>
Buyer/Drawee bank name and address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	

## 2. Documents

Bill of exchange <input type="checkbox"/>	Original Bill of lading <input type="checkbox"/>	Parcel post rec't <input type="checkbox"/>	<input type="checkbox"/>
Comm'l invoice <input type="checkbox"/>	Multi-modal trans <input type="checkbox"/>	Ins pol/cert <input type="checkbox"/>	<input type="checkbox"/>
Certified invoice <input type="checkbox"/>	Air waybill <input type="checkbox"/>	Cert of origin <input type="checkbox"/>	<input type="checkbox"/>

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

## 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









## 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'.

## 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](http://www.natwest.com/terms) and enter `tst1209`

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

By signing:

- the Customer confirms the details on the Application are correct.
- the Customer agrees to the Trade Services Terms.