

To: **The Hongkong and Shanghai Banking Corporation Limited**

Office

Date	day / month / year

**INSTRUCTIONS FOR TRANSFER OF CREDIT (With Substitution of Invoices)**

Note: Please tick where applicable.

<b>For Bank Use Only</b>	Transfer Reference No.	Advising Bank Code
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Original Documentary Credit Information		
Original DC Number	Issued by Bank Name: City:	
Amount	Latest Shipment Date	Expiry Date
First Beneficiary/Transferor Name		IMP/EXP Account No.
Contact Person Name:		Telephone No.:

Transfer Documentary Credit Details			
Second Beneficiary/Transferee Name and Address		Contact Person Name: Telephone No.:	
Advise Transferee by <input type="radio"/> Full Teletransmission <input type="radio"/> Courier <input type="radio"/> Airmail <input type="radio"/> Courier with Brief Teletransmission / <input type="radio"/> Airmail with Brief Teletransmission <input type="radio"/> Collection at Counter			
Amount in Words		Amount in Figures	
Latest Shipment Date	Expiry Date	Quantity and Unit Price of Goods (if any)	Period for Presentation <b>days</b>
Special Instructions (if any)			

Charges						
		Transferee	Transferor		Transferee	Transferor
DC Transfer Commission for Account of		<input type="radio"/>	<input type="radio"/>	DC Issuing Bank's Charges for Account of	<input type="radio"/>	<input type="radio"/>
Commission in Lieu of Exchange for Account of		<input type="radio"/>	<input type="radio"/>	Other Bank's Charges for Account of	<input type="radio"/>	<input type="radio"/>
Your Other Charges for Account of		<input type="radio"/>	<input type="radio"/>	Transit Interest Charges (if any) Paid by	<input type="radio"/>	<input type="radio"/>
Please debit DC Transfer Commission and Advising Expenses to our Account Number :						

We request you to effect a partial transfer of the above documentary credit with substitution of invoices for our account in accordance with the above instructions and subject to the conditions mentioned on page 2. We irrevocably retain the right to refuse to allow you to advise amendments to the transferee.

S.V.

**X**  
Authorised Signature(s) and Company Stamp (if applicable)

For Bank Use Only			
Checked by		Commission:	
Recorded by	Confirmed by	Cable:	
Approved by		Postage:	
		<b>Total:</b>	

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## Conditions

1. Except so far as otherwise expressly stated, we accept the transferred Documentary Credit will be subject to Uniform Customs and Practice for Documentary Credits (2007 Revision), International Chamber of Commerce Publication No. 600.
2. Your original advice of Credit is returned to you herewith and we request you to notify the new beneficiary at our expense.
3. Neither you nor your Correspondents shall be responsible for the description, quantity, quality or value of the merchandise shipped under the transferred Documentary Credit, nor for the correctness, genuineness or validity of the documents, nor for any other cause beyond your or their control.
4. (a) We agree to deliver to you on or before the date on which the transferee's draft and documents are presented to you for payment (A) our draft in an amount equal to the amount of the relative drawing authorised and (B) our commercial invoices drawn in accordance with the original Documentary Credit in order that these documents may be substituted for the transferee's invoices which are to be delivered to us together with your payment for the difference between the two invoices, less any charges due to you. Should we fail, upon your request, to hand to you immediately the draft and invoices as mentioned above, you are authorised to forward the transferee's documents including their draft to your principals without any responsibility on your part to make payment to us of the amount referred to above and you shall have no other responsibility to us.  
  
(b) Without any commitment on your part to make payment to transferee before receipt of payment under original Documentary Credit, we agree to be charged with interest for the period, if any, between the date of your payment to the transferee until the date of payment of the documents under the original Documentary Credit, and with any charges incurred by you or your correspondents in connection with this transferred Credit.

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