

**EXPLANATORY NOTES - HANDLING/FINANCING OF DOCUMENTS
UNDER EXPORT DOCUMENTARY CREDIT FORM**

No	Details	Description of details
1	Date	Date of Application
2	Name & Address of the beneficiary	Indicate Beneficiary as stated in Field 59 of your DC.
3	Issuing Bank Name	The bank which issued this DC.
4	Documentary Credit (DC) No.	Issuing bank reference no. appears in Field 20 of your DC.
	Date of Issue	The date on which this DC is issued.
5	Currency & Amount	Currency and Amount of the Bill of Exchange / Invoice to be claimed under the export documents.
6	Contact person for discrepancies / non-compliance of the Documentary Credit terms and confirmation of foreign exchange rate	To avoid any delay in processing, it's advisable to provide the contact person details that we can liaise with in the event we need to advise you of discrepancies or to confirm the foreign exchange rate. This person must be authorized by your company to give instructions for handling of documents.
7	We reject amendment no.	Indicate the amendment no. issued under the DC that customer not accepting (if any). Otherwise, just leave it blank.
8	Draft / Invoice No.	Indicate your draft / Invoice no.
9	Vessel name and IMO no.	Indicate vessel name and IMO (International Maritime Organization) numbers.
10	Tenor	Indicate tenor as stated in your DC Field 42C
11	Documents submitted	Please specify all the documents enclosed with the application form indicating the no. of original and copy for each document.
12	Original Documentary Credit and amendments (if any)	Please check the box, either the original DC & amendments (if any) is accompanied with documents, or it is safekept with DBS, or with other bank. If DC is with other bank, please indicate the bank's name.
13	Documents Handling Instructions	<p>Checking of documents Must select one. Either:</p> <p>a) DBS may not check the documents and may forward the uncheck documents to the DC issuing bank for approval.</p> <p>OR</p> <p>b) DBS may check the documents and forward the checked documents to DC issuing bank for approval. If the DC is restricted to a nominated bank, DBS may forward the documents to the nominated bank without checking, and instruct the nominated bank to accept verbal instruction from the abovementioned authorized contact person to either telex issuing bank for waiver of discrepancies or to send documents to issuing bank for payment.</p>

14	Settlements Instructions	<p>Must select one. Either:</p> <p>a) You do not need financing. Payment will be made to you once we receive payment from the issuing bank.</p> <p>OR</p> <p>b) You need financing/discounting/negotiation.</p>
15	Financing Details	<p>1) Must select either:</p> <p>a) "With Full Recourse"</p> <p>OR</p> <p>b) "With No Recourse". Note: this option only available if the DC has been confirmed by DBS or where there is prior agreement with DBS.</p> <p><u>NOTE: IF THERE IS NO SELECTION MADE IN THIS SECTION, IT SHALL BE DEEMED THAT THE DISCOUNTING WILL BE ON "WITH FULL RECOURSE" BASIS.</u></p> <p>2) Must select either:</p> <p>a) "After acceptance of documents by Issuing Bank"</p> <p>OR</p> <p>b) "Prior to acceptance of documents by Issuing Bank" Note: this option only available if the DC has been confirmed by DBS or where there is prior agreement with DBS.</p> <p><u>NOTE: IF THERE IS NO SELECTION MADE IN THIS SECTION, IT SHALL BE DEEMED THAT THE DISCOUNTING WILL BE DONE "AFTER ACCEPTANCE OF DOCUMENTS BY ISSUING BANK"</u></p> <p>3) Financing Rate: Please indicate financing rate if it has been agreed upon with DBS.</p> <p>4) Financing Currency: Please indicate financing currency if it differs from the DC/Bills currency. Not applicable if financing currency is in the same currency as DC/Bills.</p> <p>5) If Financing Currency is different from Documentary Credit Currency, select either</p> <p>a) "DBS manages foreign currency risk on our behalf" (formerly known as Guaranteed type of hedging)</p> <p>OR</p> <p>b) "DBS enters Hedging Transaction with us" (formerly known as Non Guaranteed type of hedging)</p>

		<p>OR</p> <p>c) Without a Hedging Transaction with a Haircut Percentage of ____ % Please indicate the percentage which is not financed by DBS.</p> <p><u>NOTE: IF THERE IS NO SELECTION MADE IN THIS SECTION, YOU WILL CONTACT DBS TO AGREE THE APPROPRIATE STRUCTURE.</u></p> <p>6) If you selected “DBS manages foreign currency risk on my behalf” or “DBS enters Hedging Transaction with me” Select either</p> <p>a) Deliverable forward foreign exchange transaction</p> <p>OR</p> <p>b) Non-deliverable forward foreign exchange transaction</p> <p>OR</p> <p>c) Currency option transaction</p> <p><u>NOTE: IF THERE IS NO SELECTION MADE IN THIS SECTION, YOU WILL CONTACT DBS TO AGREE THE APPROPRIATE STRUCTURE.</u></p>
16	Settlement instructions	<p>Please indicate how the proceeds to be paid to you, select either:</p> <p>a) Credit funds to our account ____</p> <p>OR</p> <p>b) Remit funds to ____</p> <p>OR</p> <p>c) Use the funds to repay ____ (other trade transaction)</p> <p>d) Use FX contract ref: ____ (If you contract a foreign exchange rate with DBS, indicate the FX contract ref.)</p>
17	Other instructions (if any)	Please specify, if any
18	Authorised Signature (s) & Company Stamp	Please sign according to the signing mandate given to the Bank. Affix Company Stamp if the company stamp is part of your signing mandate.