

14. Other instructions, if any :

We hereby declare and provided authority to Axis Bank:

1) Bills sent for collection (NOT backed by LC):

- i. Authority to collect bill handling charges / commission /postage / SFMS charges upfront i.e. while sending bills sent for collection / lodgement. Sufficient funds are available in the operative account.
- ii. Authority to follow up for payment / recall the original bills post expiry of the due date, if Buyer's bank has not provided acceptance or payment till the due date.
- iii. Authority to recall documents after 10th day post expiry of bill / maturity date, if original documents not returned by buyer's bank or acceptance or payment not received from buyer's bank.
- iv. We intimate Axis Bank's branch immediately, if bills are settled offline with buyer or outside the banking channel.
- v. Authority to debit and remit the charges of Buyer's bank as per LC terms, if claimed.

2) Bills sent for collection (backed by LC):

- i. Authority to debit commission /bill handling charges / postage/ SFMS charges / follow-up charges a as per Bank's rules and LC issuing bank charges, if any.
- ii. In case of acceptance and bill proceeds have not been received post due date, authority to follow up for bill payments with LC issuing / buyer's bank at our cost and risk. For cases negotiated by Axis bank, we authorise Axis Bank to debit account for the discounted value with penal interest in case funds are not received from LC issuing bank post due date.
- iii. Authority to recall the original documents submitted under LC from the LC issuing / buyer's bank post expiry of the due date, where acceptance have not been received and discrepancies have been communicated by LC issuing bank through SFMS/ SWIFT.
- iv. I/ we will intimate Axis Bank immediately, if collection bills are settled outside the banking channel.

Authorised Signatory _____

Instructions to customers:

- Email will be sent to customer on the registered mail id on eforex database of the customer. Please register your official mail id, if not registered.
- Customer needs to keep sufficient funds to collect charges (bill handling charges/ SFMS/ postage / other bank charges) in above mentioned operative account, while submitting documents for outward collection of Non – LC bills.
- In case of non –availability of funds in the operative account to collect bank's charges, documents will be kept on hold at your risk and responsibility for maximum period of 3 working days, customer needs to collect the documents from branch post 3 days.
- Charge schedule for outward collection of bills is available at Axis Bank's branch for ready reference.