

1. Date:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

## Application for a Bank Guarantee or Amendment/Renewal/Cancellation of a Bank Guarantee

To: Hongkong and Shanghai Banking Corporation Limited,  Office

This is an application for the trade service(s) specified below. Please select the trade service(s) you require, complete the required information and provide any instructions related to the trade service(s).

- ☐ Application for Bank issue of a Guarantee **with** Standard template  
☐ Application for Bank issue of a Guarantee **without** Standard template  
☐ Amendment of a Bank Guarantee (*new details only*)  
☐ Renewal of a Bank Guarantee (*new expiry date and confirm amount*)  
☐ Cancellation of Guarantee  
☐ Electronic Bank Guarantee (eBG)

**Standard Template No.**

**Vetting Reference No.**


Guarantee No.

### 2.1 Name and address of Instructing Party (*the Customer*)

### 2.2 Contact for Customer

### 2.3 Customer Tel/Email/Fax

### 2.7 Relationship of Applicant/Principal to Customer

*if different from the Customer (to be specified in the Guarantee, if other than the Customer)*


### 2.4 Name and Address of Applicant

*(to be specified in the Guarantee if other than the Customer)*


### 2.5 Account Number (*if any*)

### 2.6 Customer GST Number

### 3.1 Beneficiary (*full name*)

### 3.2 Beneficiary Address

### 4.1 Bank Guarantee Currency

### 4.2 Bank Guarantee Amount

### 5.1 Issuance Manner

☐ Direct - ☐ Letter ☐ SWIFT

☐ Re-issue – Bank SWIFT

### 5.3 Place of Issuance

### 5.2 Advising/Reissuing Bank (*Name and Address*)

### 6. Form of Guarantee

☐ HSBC Standard / ☐ Attachment provided / ☐ Correspondent Bank wording

### 7.1 Effective date (*if other than issuance date*)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

### 7.2 Expiry Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

### 7.3 Latest date of Claim (*if other than Expiry Date*)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

☐ Open Ended

If the guarantee is open ended, cancellation is only possible on receipt of the original Bank Guarantee (including all amendments/ extensions) or on the receipt of a discharge letter from the Beneficiary stating "The Hongkong and Shanghai Banking Corporation Limited is released from all liabilities under this Bank Guarantee".

### 8.1 Guarantee type, purpose and contract information

- ☐ Bid / Tender Obligations ☐ Warranty ☐ Customs ☐ Performance Obligations  
☐ Utility Services – in lieu of Cash Deposit ☐ Refund of Advance Payment ☐ Secure Payment Obligation  
☐ Rental Guarantee – in lieu of Cash Deposit ☐ General Banking Facilities  
☐ Other

**8.2 Description of Goods/Services****8.3 Contract Number****8.4 Contract Date**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**9. Method of Delivery**☐ By Courier to ☐ To be collected by  contact details   
identification details ☐ SWIFT / SFMS **10. Applicable rules and/or Law**☐ Subject to URDG 758  
☐ If other (*specify*) **11. Cash Collateral**☐ Deposit - ☐ fixed / ☐ margin debited from A/C No. ☐ Security Over Deposits (*Principal Amount of the Deposit*)    
Deposit A/C No.  (*Currency*)☐ Other **12. Charges**

Debit Account No. for all charges

**13. Specific Requests****14.1 Import Account****14.2 GTE Line****14.3 GTE Type**

**Additional Information for eBG****15. Applicant Details****15.1 Full Name of the Representative / Individual****15.2 Primary email address of the Representative / Individual****15.3 Primary mobile number of the Representative / Individual****16. Beneficiary Details****16.1 UIN / PAN Number****16.2 Full Name of the Representative / Individual****16.3 Primary email address of the Representative / Individual****16.4 Primary mobile number of the Representative / Individual**

We refer to HSBC's Standard Trade Terms (as amended from time to time) which can be accessed, read and printed by the Customer at/from [www.gbm.hsbc.com/standard-trade-terms](http://www.gbm.hsbc.com/standard-trade-terms) or alternatively the Customer can request a copy from its Relationship Manager (the Standard Trade Terms).

This amendment application incorporates and is subject to the Standard Trade Terms as though they were set out in full in this application, and together they form an important agreement.

By signing this amendment application the Customer:

- irrevocably requests HSBC to provide the above trade service(s) in accordance with the instructions in this form; and
- confirms that it has read and understood the Standard Trade Terms and agrees that this application incorporates the Standard Trade Terms and that the Standard Trade Terms applies to the above requested trade service(s).

Signed for and on behalf of the Customer:

**Name and Authorised Signatories with Company Chop** *(if applicable)*