



**APPLICATION FOR EXPORT COLLECTION /  
EXPORT DOCUMENTARY CREDIT**

Please find attached documents referred below.

Please follow instructions marked with X

<input type="checkbox"/> Export Documentary Credit (attach original letter of credit and notifying letter)	<input type="checkbox"/> Without Advance <input type="checkbox"/> With Advance    No. _____	<input type="checkbox"/> We authorize you to send documents as presented (Without review from Banco Santander Totta S.A.)
<input type="checkbox"/> Export Collection (Do not include more than one transaction per application)	<input type="checkbox"/> Collection <input type="checkbox"/> Discount <input type="checkbox"/> Advance (with no collection of documents abroad)	<input type="checkbox"/> Advance of <i>Pagaré</i>

<b>Customer / Exporter / Assignor</b>	Name		
	Head Office		
	City		Postal Code
	Taxpayer/VAT No.	Company Registry	Registry No.
	IBAN to credit	IBAN to debit charges	
	Email		

<b>Drawee / Importer</b>	Name		
	Address		
	City		Postal Code
	Country		

		Our Number	Due Date	Currency	Amount							
		Total										
Transaction Documents	Quantity	Commercial Invoice	Bill of Lading (B/L)	Airway bill (AWB)	CMR/FCR/FCT	Certificate of Origin	Packing List	Weight List	<i>Pagaré</i>	Draft		

<b>Advance/Discount Details</b>	Currency/Amount: _____		In Words
	Due Date: _____		

<b>Specific Details - Collections</b>	<b>Collection Instructions</b>		<b>Documents to be presented to Bank (Insert name and address)</b>	
	<input type="checkbox"/> Deliver documents against Acceptance <input type="checkbox"/> Deliver documents against Payment <input type="checkbox"/> Protest due to lack of <input type="checkbox"/> Acceptance <input type="checkbox"/> Payment  <input type="checkbox"/> Deliver documents against written undertaking for payment at _____ days from the date of _____  <input type="checkbox"/> _____		<b>Payment of Agent's commission after collection:</b>  Name _____ Address _____  Account No./ IBAN _____ Currency/Amount _____ Equivalent to _____ % <input type="checkbox"/> By deduction <input type="checkbox"/> After funds receipt	
	<b>Your charges</b>	<b>Correspondent Banks' charges</b>		

Special Instructions:
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**Commitment for delivery of funds:**  
 In case of transaction with advance or discount, the customer is bound to deposit with/transfer to Banco Santander Totta, S.A., should the funds be received via another Bank or directly from the Drawee/Importer.

BANCO SANTANDER TOTTA S.A. - Capital Social: 1.256.723.284 € - C.R.C. Lisboa com o NIPC 500 844 321 - Sede Social: Rua do Ouro, nº 88 - 1100-063 LISBOA

BST-IE- 50005109 (29/06/2020)

**GENERAL CONDITIONS FOR COLLECTIONS AND EXPORT DOCUMENTARY CREDIT**

It is expressly agreed that:

1. Documentary Credit Transactions are subject to the Uniform Rules and Usages Relative to Documentary Credits currently in force.
2. Collection Transactions are subject to the Uniform Rules for Collections currently in force.
3. It should also be taken into account that:
  - a) Documentary Credits are, due to their own nature, autonomous and distinct from the sales or the contracts on which they may be based, and such sales and contracts cannot in whatever manner respect to Banco Santander Totta, S.A. neither is the latter bound by them.
  - b) In Documentary Credits all interested parties must consider the documents and not the goods.
  - c) Banks do not assume any responsibility as to the form, sufficiency, exactness, authenticity, adulteration or legal effectiveness of any document, neither as to the general and/or special conditions established in the documents or superimposed on them, nor do they assume any responsibility as to the designation, quantity, weight, quality, status, packaging, delivery, value or material existence of the goods thereby represented, or by the good faith or by the acts and/or omissions, solvency, means of compliance or reputation of the shipper, transporters or insurers of the goods, or of any other person.
  - d) Banks will not assume any obligation or responsibility for consequences deriving from delay and/or loss in transit of any messages, letters or documents, neither for the delay, defacement or other errors in the transmission of telegrams/telexes or communications via electronic systems.
  - e) Banks will not assume any obligation or responsibility for consequences deriving from the interruption of their activities due to cases of force-majeure, commotion, civil unrest, insurrection, and war or any other causes outside their business area, neither due to strikes or lock-outs.
  - f) To carry out the Customer's instructions (customer to be designated equally as Proponent / Transferor / Drawer), Banco Santander Totta, S.A. shall use as Bank responsible for collection:
    - i. The Bank appointed by the Assignor or, failing this;
    - ii. Any Bank at its choice or chosen by another Bank, in the country where the payment is made or the draft issued, whichever the case.

Documents and collection instructions may be sent to the Bank charged with the collection either directly or via another Bank.

Banco Santander Totta, S.A., when using the services of other Banks to follow an Assignor's instructions, pursues this on behalf of and at the latter's risk.

The Assignor will assume all the obligations imposed by foreign laws and usages and will have to guarantee the Banks against any responsibilities that may result thereof.

4. Documents must exactly correspond to the transaction and to the items listed on this proposal and collection instructions must be complete and precise.
5. The Assignor assumes with Banco Santander Totta, S.A., as from this moment, full responsibilities for any discrepancies that the documentation may have relative to the terms of the Documentary Credit, which it requests be opportunely made known to it.
6. All bills of Exchange subject to protest must contain in a legible form the names and addresses of all intervening parties.
7. On any amounts advanced by the Bank under this proposal, interest shall be due, calculated at the rate indicated in the Price List, unless a separate agreement between the Bank and the Client is stated on this proposal.
8. When the interest applicable to the operation or eventually deriving from it varies in line with a pre-determined index, such a rate will result from the simple arithmetical average of the daily prices quoted for the adopted index in the month prior to the period during which interest is applicable. Interest rate shall be rounded up to thousandth, without any eventual spread applied to the index being added to it.
9. Should the index not be applicable or determinable on the date interest should be reckoned, the applicable interest rate shall be set in line with the legally established equivalent index and, failing this, by recourse of the equivalent economic/financial index practised in the Euro zone.
10. In whatever case the agreed margins – spreads – shall be maintained. In no circumstance whatsoever may the interest rate applied to the transaction be lower to that of the agreed spread.
11. Unless agreed between the parties, the Customer shall pay to Banco Santander Totta, S.A. the due commissions and other expenses, whether the transaction is relative to a Consignment or to a Documentary Credit, whether the latter be used or not, fully or in part, or cancelled, in line with the moment set in each of those, should another amount not be applicable on the date of the respective collection in accordance with what is listed in the Price Schedule of Banco Santander Totta, S.A. duly published in all its Branches and in [www.santandertotta.pt](http://www.santandertotta.pt), in the terms of Bank of Portugal's Instruction No. 8/2009. For the purpose of determining the reference exchange rate, the applicable rate will be that adopted and used by Banco Santander Totta, S.A. and set out in all its Branches, based on the spot market set by Reuters and BCE *fixing* on the day of the transaction and applied in line with the hour when it comes into effect.
12. Any charges and/or expenses paid for by the Banks due to the transaction shall be borne by the Assignor who hereby authorizes the corresponding amounts be debited to his account.
13. Should the Bank which issued the negotiated documents default in the payment of the respective Documentary Credit, Banco Santander Totta, S.A. is hereby authorized to debit any account the Assignor holds in the Bank with the amount required to settle this transaction, as well as the respective interest, commissions and other expenses totalling the full amount constituting the Assignor's debt relating to this transaction. Excepted are payments of documents which have been accepted without any reserves or conditions and negotiated in line with Documentary Credits confirmed by Banco Santander Totta, S.A.
14. In the case of default in payment or of loss of any financial and/or commercial document pertaining to this proposal, subject to final correct collection, Banco Santander Totta, S.A. is now hereby authorized to debit any account the Assignor holds in the Bank with the amount required to settle this transaction, as well as the respective interest, commissions and other expenses totalling the full amount constituting the Assignor's debt relating to this transaction.
15. Banco Santander Totta, S.A. is now hereby authorized to debit, fully or in part, in any account held by the Assignor with the Bank, in Euro or in any other currency by the respective equivalent, the amounts required for the settlement of the credit due, as well as the respective interest, commissions and other due expenses.

16. Whenever the amount of the transaction, commissions or interest are collected in a current account in a currency different from that of the transaction the respective equivalent will be reckoned at the exchange rate in force at the time of the settlement, in line with the terms of paragraph 10 above.

17. Banco Santander Totta, S.A. reserves the right to give instructions to protest the financial documents it discounted or financed.

18. The transaction will be governed by the General Conditions of this application together with the conditions established in the Communication/Notice, which will be sent by the Bank to the Client to formalize the transaction.

19. Formalizing this transaction implies the use of the SWIFT system, the Proponent's personal data (specifically: IBAN, name, address, location) data which will be automatically treated by the Society for Worldwide Interbank Financial Telecommunication (SWIFT), with its head office in Belgium, for the purposes of executing this transaction. Equally and due to the transmission of personal data to the SWIFT operational centre in the United States of America (USA), which is subject to North American legislation, such personal data relative to the financial transaction to be carried out may be accessed by the USA authorities for the purposes of combating terrorism.

To access the information and update the personal data automatically stored and treated, the Proponent may do so through its Branch or the NetBanco channel.

20. In the case of an Advance Payment / Allowance / Allowance held, Banco Santander Totta, S.A. is now hereby authorized to automatically process the data supplied by the Proponent and Guarantor(s) and confirm those with other institutions, request information on the data received and consult the Bank of Portugal Information Centre, but always with strict respect of the applicable rules supporting the expenses inherent to this requirement.

Proponent and Guarantor(s) are hereby advised that the obtaining and processing of the above referred data are intended to aid the exercise of banking business, namely the possible granting of credit, and that the inexactness of the data supplied may constitute a punishable misdemeanour.

**Mandatory completion in cases of Advance / Allowance / Allowance held:**

**Guarantee:**

**STATEMENT OF AUTHORIZATION AND COMPLETION OF PROMISSORY NOTE**

\_\_\_\_\_ Promissory notes that may be filled in up to an amount corresponding to 120% (one hundred and twenty percent) of the value of the Transaction, with blank due date(s),

**Subscribed by** \_\_\_\_\_

**Guaranteed by:** \_\_\_\_\_

In order to guarantee the full payment of all the liabilities emerging from the credit, specifically reimbursement of capital, payment of interest and other charges to be settled in the terms of this credit, Customer and Guarantor(s), respectively, subscribe and guarantee a blank promissory note, which they now hereby authorize its completion by Banco Santander Totta, S.A. with its value or equivalent value in Euro of the amount, reckoned in line with the exchange rate foreseen under paragraph 10 of the General Conditions, which may be in debt on the date of its completion and its immediate presentation for payment, in the date due for payment of any of the obligations agreed which will not have been fully settled by the Customer or by the Guarantor(s).

Those signing below expressly agree to all the conditions herein referred

\_\_\_\_\_, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_

Signatures

Proponent (With rubber stamp stating powers e.g. Manager, Director)	Guarantors (applicable only in cases of Advance/Allowance/Allowance held)

To be completed by the Bank	Proposal No Interest	Checking of signatures and authorization <div style="border: 1px solid black; height: 60px; width: 100%;"></div>
	Value date of discount/ advance _____	