



Cheque Collection Service : Hold/Withdraw Cheque Request Form

ATTN: Operational Services Team HSBC Building, 968 Rama IV Rd. Silom, Bangrak, Bangkok 10500 Tel: 02-614-4243, 02-614-4229, 02-614-4266 Fax: 02-353-7333	Date:
	Company:
	Contact Person:
	Tel:
	Fax:

We, _____, account number _____, hereby request The Hongkong and Shanghai Banking Corporation Limited, Bangkok branch (the "Bank") to return or hold the following post-dated cheques:

RETURN CHEQUE (Please specify return below)

Return By: Customer's Messenger Name: _____

Bank's Messenger

ID No: _____

OR

HOLD CHEQUE (Please specify next Pay-in date in the table below)

No.	Cheque Number*	Bank/Branch Name*	Cheque Date*	Payor Name*	Amount (THB)*	If Hold, please specify the next Pay-in date (dd / mm / yyyy)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

The field marked with * is mandatory

Remarks: 1. Please Fax this form to HSBC: For Bangkok Cheque : 1 working day before cheque value date For Up-Country Cheque : 3 working days before cheque value date 2. The form received after 3.30 P.M, will be processed next working day. 3. HSBC will release a physical cheque returned when the original request form has been sent to us (In case of no Disclaimer/Indemnity Letter (fax indemnity)).
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Authorised Signature and Company Seal (if any): <hr/>
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Bank Use Only					
Fax Indemnity		Signature Verified by	Approved by	Delete <input type="checkbox"/> RCMS <input type="checkbox"/> Chequemark (Cheque) <input type="checkbox"/> Chequemark (Pay-in) (for Non-Wlhx)	Processed by
Yes	No				
Power of Attorney (POA)		Date			<input type="checkbox"/> Registered on Book by
Yes	No				