HSBC

Cheque Collection Service : Hold/Withdraw Cheque Request Form

ATTN: Operational Services Team The Hongkong and Shanghai Banking Corporation Limited 195 One Bangkok Tower 4, 40th – 42nd Floors, Wireless Road, Lumpini, Pathum Wan, Bangkok, 10330 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).

Authorised Signature and Company Seal (if any):

_____

Bank Use Only

Fax Indemnity		Signature Verified by	Approved by	Delete	Processed by
Yes	No			☐ RCMS ☐ Chequemark (Cheque) ☐ Chequemark (Pay-in) (for Non-Wlbx)	
Power of Attorney (POA)		**Date**			☐ **Registered on Book by**
Yes	No				