

To,
Date

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 Branch Head

 Branch

Axis Bank Limited

Customer and Instrument Details
Customer Name

Account Number

(in which proceeds are to be credited)
Name, Address & Country of

Remitter/Payer

Currency / Amount

Cheque Details
No: _____ **Date:** _____

Purpose of Remittance

Please send the instrument for collection under your **Cash Letter Scheme (CLS)** as per the extant guidelines of your bank. I/We confirm that the details of the Scheme, including the charges and the indicative time for credit in the account, have been explained to me.

I/We agree that the arrangement will be subject to the following terms and conditions:

1. *The Bank is authorized to engage a Correspondent Bank/Agent for realizing/collecting the proceeds of the above instrument and all other acts and things incidental thereto. The amount, net of all applicable charges, levies, taxes, will be credited to my/our account.*
2. *The Bank's standard collection charges will be deducted for all the instruments sent for collection under the above scheme and the same are acceptable to me/us.*
3. *The Bank nor its Correspondent Bank/Agent(s) will be responsible for any loss or damage due to the loss or miscarriage of the cheques/drafts or for any delay in collection, transmission or otherwise of any remittance howsoever caused*
4. *If the cheque/draft sent for collection is returned unpaid at any time, Returning or Other charges may be debited to my/our account*
5. *If the cheque/draft credited to my/our account provisionally prior to final realization is returned unpaid, the amount may be recovered from my/our account at the appropriate exchange rate along with the interest applicable at such rates as may be decided by the Bank. I/We undertake to refund the amount immediately on demand, with interest and/or any charges, if already drawn by me/us.*
6. *I/We understand that as per Federal Rules of USA, returned cheque will be an Image Replacement Document (IRD) of the original cheque and that these substitute cheques will have the same legal status in USA as the original cheque and can be represented.*
7. *I/We understand that, in exceptional situations like fraud or forgery or as per the conditions covered by US Federal/State laws, the drawee Bank/institution can claim refund of the cleared funds for an indefinite period. In all such cases, I/We understand that the Bank may recover from my/our account at the appropriate exchange rate along with the interest applicable at such rates as may be decided by the Bank. I/We undertake to refund the amount immediately on demand without demur or objection, with interest and/or any charges, if the funds have already been drawn by me/us.*

Signature of Customer/Power of Attorney holder
For Branch Use Only

Rate: _____ Margin: _____

Branch to report to Treasury: Y / N

Fwd Contract No: _____

Fwd Contract Rate: _____

Cooling Period: _____ days

Other Instructions: _____

Signature of Authorized Signatory
Acknowledgment To Customer

Received Cheque/DD No. dated for amount of USD drawn on from under Cash Letter Scheme

Date: _____ Seal: _____

Signature of Authorized Signatory