

Standing Instructions (SI) Form

Date: / / (DD/MM/YYYY)

Note: Please complete form in **BLOCK** letters and tick where applicable.

I/We wish to apply for	New SI	Amendment/SI no.:	Cancellation/SI no.:
Mode of Payment	Telegraphic Transfer	Internal Transfer	

Remitter's Account Details

Debit Account Number:	
Account Name:	

Remittance Details – please tick where applicable

Remit Currency	<input type="checkbox"/> Qatar Riyal	<input type="checkbox"/> US Dollar	<input type="checkbox"/> Pound Sterling
	<input type="checkbox"/> Euro	<input type="checkbox"/> Other	

Effective Date	/ / (DD/MM/YYYY)
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SI Expiry	Total number of payments:	OR	Until further notice
Charges	OUR Sending party bear all charges	OR	SHA Charge to be shared by sending & receiving party

Option 1. Fixed amount SI

Amount to be Transferred	Figures			
	Words			
Frequency	<input type="checkbox"/> Daily	<input type="checkbox"/> Weekly	<input type="checkbox"/> Fortnight	<input type="checkbox"/> Monthly
	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Half-Yearly	<input type="checkbox"/> Yearly	

Option 2 - Balance Triggered SI (Only for HSBC Qatar accounts):

Limits (Min/Max A/C Balance)	Higher Limit*:	Lower Limit**:
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* If cleared balances are above this limit, funds would be transferred to beneficiary account at end of day to maintain this limit.

** If cleared balances are less than this limit, funds would be transferred from beneficiary account (subject to available balances) at end of day to maintain this limit.

Beneficiary Details	
Account Number/IBAN:	
Account Name:	
Bank:	
Branch:	
City/State/Province:	
Bank Code ***SWIFT/ Sort Code/Fedwire/ID/ CHIPS UID/IFSC/BCB/etc	
Purpose of Payment:	
Relationship Details:	

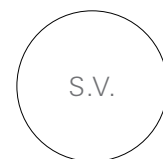
Remitter's Details	
Mobile:	+
Office/Residence Phone:	+
Email:	

I/We agree to the Terms and Conditions given herewith.

Customer Signature 1

Customer Signature 2

Bank Staff Name
& Signature



TERMS & CONDITIONS

The Terms and Conditions (the "Conditions") set forth herewith govern standing instructions and are in addition to any other agreements, account documentation and the Bank's General Terms and Conditions for the operation of the accounts (the "Account Documents"). In the event of a conflict between the Account Documents and these Conditions, these Conditions shall prevail.

I/We understand that a charge (as stated in the Schedule of Services and Tariffs) will be debited from my/our account for each of the above arrangements; and for each payment requiring manual handling, a transaction charge will also be debited from my/our account. A charge will be levied for any new standing order and for each subsequent amendment.

I/We understand that I/We should maintain sufficient funds in the account on the payment due date for the above arrangement and that a charge may be levied, at the Bank's discretion, on each standing instruction payment returned due to insufficient funds, and that the bank may cancel the above instruction without advice to me/us if the payment has been returned thrice consecutively due to insufficient funds on my/our account.

I/We understand that the Bank will not be liable for any delay or failure to carry out the standing instructions where such delay or failure is attributable (whether directly or indirectly) to any cause beyond the Bank's control including any equipment malfunction or failure and under no circumstances shall the Bank be responsible to me/us for any consequential or indirect losses arising out of or in connection with the carrying out or otherwise of my/our instructions.

I/We understand that if the payment date falls on a bank holiday, the standing instruction will be effected on the next working day after the holiday.

I/We understand that, unless cancelled by the Bank in accordance with these terms and conditions, the standing order shall remain in full force and effect until advised in writing by me/us that no further payment is required.

I/We understand that any amendments or cancellations of this standing order by me/us should be in writing and reach the Bank at least one week before the next successive payment is due.

I/We understand that neither the Bank, nor its Branches, Correspondents, or Agents are responsible for any loss, delay, error, or omission arising out of any mode of communication used for effecting those payments.

I/We understand that the Bank will not be liable for any hold or delay in my/ our payments if the Bank at any time subsequently, is of the opinion that the information is incomplete or insufficient or does not meet any act of a regulatory authority or government agency.

I/We understand that a charge will be made for enquiries received in respect of any standing order payments where the Bank is not at fault, e.g., refunds, cancellations, amendments, duplicate advices, fate of funds, copies of cleared payments, etc. (a charge will be made per payment instruction).