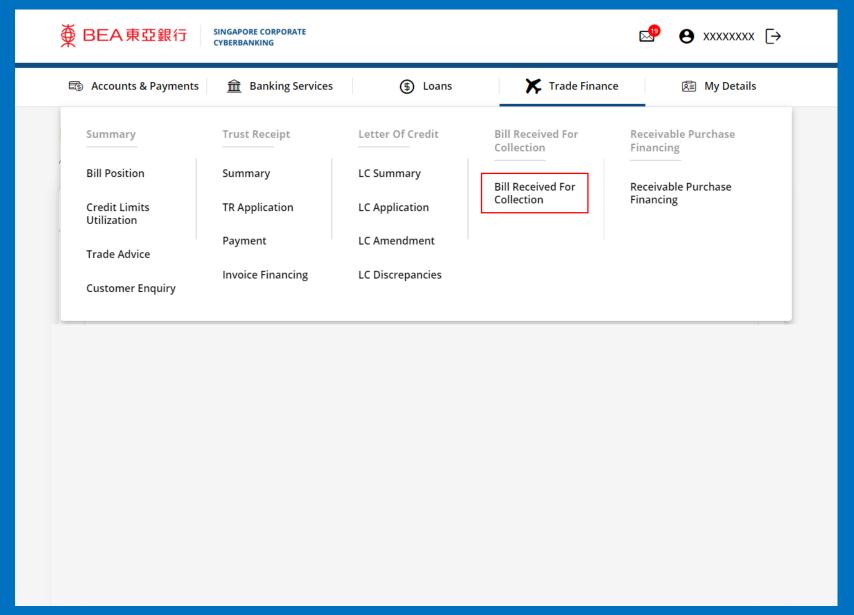
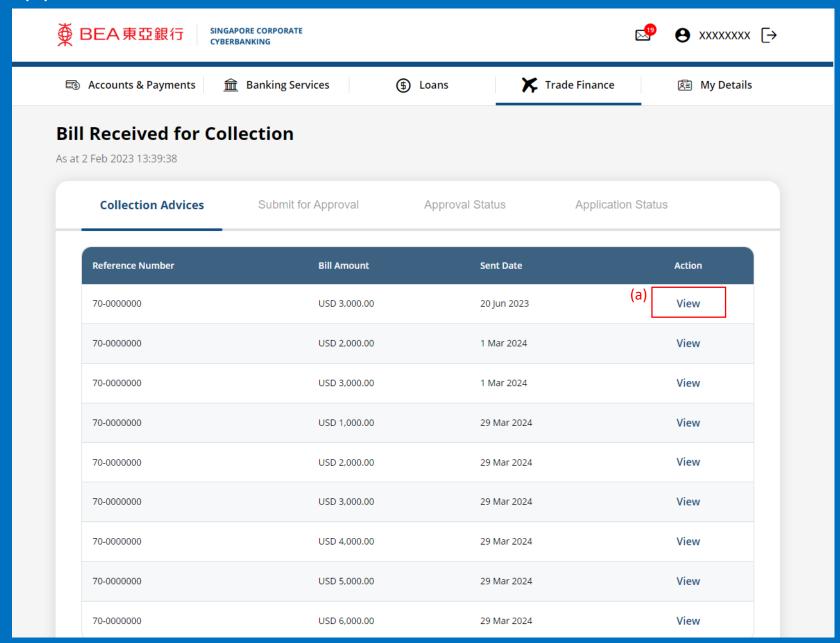
Log into Cyberbanking. Select **Trade Finance** > **Bill Received For Collection**.

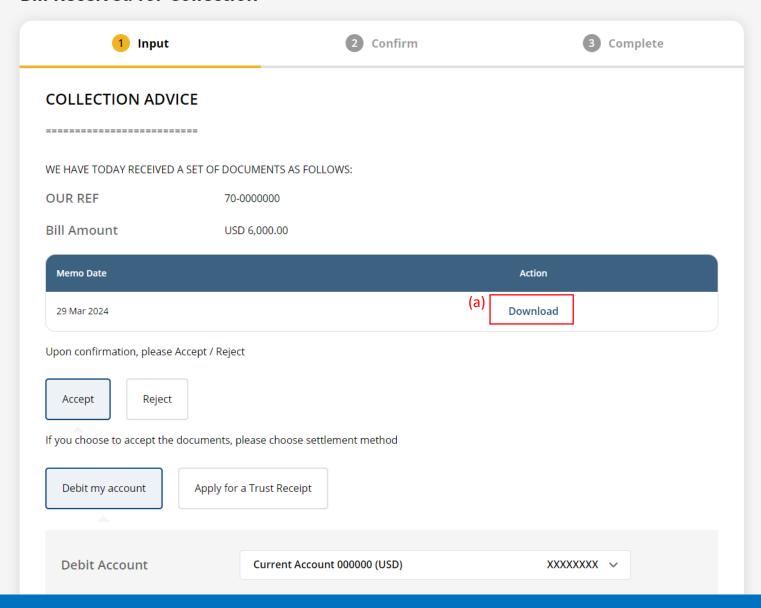


(a) Select View.



(a) Click **Download**.

Bill Received for Collection



(a) Review the **Bill Received for Collection Memo**.



DATE: 29/12/2022

XXXXXXX ADDRESS 1 ADDRESS 2 ADDRESS 3

DEAR SIRS

PLEASE BE ADVISED THAT WE HAVE RECEIVED A SET OF DOCUMENTS RELATING TO:

OUR REF NO.: BRC70-000000

DRAWER : XXXXXXXX TENOR : D/P SIGHT

AMOUNT : USD*****1,000.00 · 10 MT OF BASE OIL SHIPMENT

INSTRUCTIONS FROM THE REMITTING BANK:

- ALL COLLECTING BANK CHARGES ARE FOR ACCOUNT OF DRAWEE.

- DELIVER DOCUMENTS AGAINST PAYMENT.

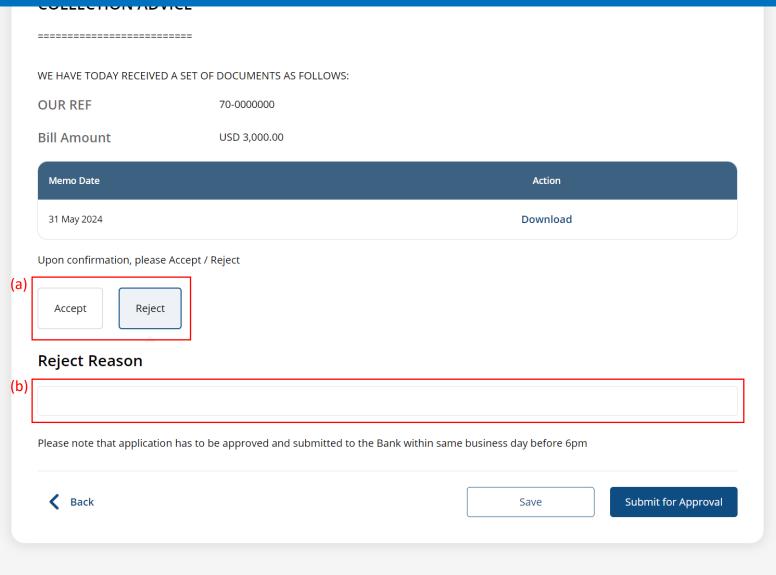
NOTE: PLEASE CONTACT US IMMEDIATELY (TEL XXXXXXXX/XXXX)

TO FIX THE EXCHANGE RATE AND TO MAKE PAYMENT.

THIS IS A SYSTEM GENERATED ADVICE. NO SIGNATURE IS REQUIRED.

(a) Select Reject.

(b) Input the Reject Reason.



(a) Click **Submit for Approval**, then click **Confirm**. Notify the approver to verify.

