

PRODUCT DISCLOSURE SHEET

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Kindly read this Product Disclosure Sheet together with the terms and conditions before you decide to take up Inward Bill for Collection-i (IBC-i) with Hong Leong Islamic Bank. Be sure to also read the general terms and conditions.

The information provided is merely general information of the product. The terms and conditions indicated in this Product Disclosure Sheet are tentative/ indicative and may change at the discretion of the Bank.

Please seek clarification from Hong Leong Islamic Bank if you do not understand any part of this document or the general terms.



Inward Bill for Collection-i (IBC-i)

November 2023

1. What is this product about?

An Inward Bill for Collection-i (IBC-i) is a trade service provided by the Bank, as a Collecting/Presenting Bank to handle and inform Customer's (buyer's/drawee's) incoming shipping documents from their supplier (drawer). This intermediary service facilitates trade settlement on terms agreed between Customer and their supplier.

The handling by the Collecting/Presenting Bank of the shipping documents is based on instructions received from Remitting Bank, in order to obtain payment or acceptance or based on other pre-determined terms and conditions in Remitting Bank's collection instructions.

Documents for collection are subject to Uniform Rules for Collections, International Chamber of Commerce Publication No. 522 currently in force.

2. What is the Shariah contract applicable?

IBC-i is structured under the contract of *Wakalah*, which refers to a contract where a party, as principal (muwakkil) authorises another party as his agent (wakil) using the concept of bil Ujah to perform a particular task on matters that may be delegated, with imposition of a fee. Under this concept, the Bank shall act as the agent for the principal/drawee who is the buyer/importer and as the Collecting Bank has the responsibility to perform checking on collection instructions and documents received from Remitting Bank.

3. What do I get from this product?

- a) Payment is made only upon release/after acceptance of the shipping documents, hence greater flexibility.
- b) This payment method is simpler and cheaper as compared to other trade services.

4. What are my obligations?

- a) You are required to make payment or accept the Bill of Exchange before the documents are released by the Bank.
- b) You are to pay at maturity of the Bills of Exchange accepted earlier.
- c) You authorise the Bank to debit your account in the Bank for the payment of commission and all customary charges and Bank Agent's charges, if any. In addition, you authorise the Bank to debit your account in the Bank with all monies so paid or for which the Bank is liable under the IBC-i.

5. What are the other fees and charges that I have to pay?

IBC-i Commission

- **IBC-i Commission for bills denominated in Foreign Currency**
0.10% on bill amount, subject to a minimum of RM50.00 and a maximum of RM150.00
- **IBC-i- Commission for bills denominated in RM**
0.10% on bill amount, subject to a minimum of RM50.00 and a maximum of RM500.00
- **Avalisation commission**
0.10% per month from avalisation date to expiry date and a minimum of RM50.00

Cost of SWIFT

- RM30.00

Cost of RENTAS

- SME Customer - RM5.00
- Non-SME Customer - RM14.00 (1st party); RM15.00 (Bank to Bank)

Cost of Inter-Bank Giro (IBG)

- RM2.00 per IBG

Cost of Postage

- RM5.00 flat

Note:

- All fees, commission, charges and other monies payable shall be exclusive of and subject to any Government Tax, where applicable.
- For other fees and charges related to OBC-i, please refer Trade Services Fees & Charges in our website at URL: <https://www.hlisb.com.my/en/personal-i/help-support/fees-and-charges/trade-service-i.html>

6. What are the cut-offs times to observe for IBC-i?

Descriptions	Cut off time
IBC-i Issuance	2.00 pm
IBC-i Payment (RENTAS)	12.00 pm
IBC-i Payment (Non-RENTAS) (Foreign currency payment is subject to cut off time for each currency. Refer to Trade Services Centre for cut off time for each currency.)	2.00 pm

7. What if I fail to fulfil my obligations?

If documents remain uncollected by you, we will return the documents to the presenting bank within sixty (60) days from date of receipt or upon request by presenting bank to return their documents, whichever is earlier.

8. What do I need to do if there are changes to my contact details?

It is important that you inform us of any changes in your contact details to ensure that all correspondences reach you in a timely manner. To update your correspondence details, please contact us at +603-76268899 or visit any of our branches/ business centre nationwide.

9. Where can I get assistance and redress?

- If you have difficulties in making payments, you should contact us earliest possible to discuss payment alternatives. You may contact us at:

Hong Leong Islamic Bank Berhad, Commercial and SME Banking

Address : Level 9, Menara Hong Leong, No. 6, Jalan Damanlela, Bukit Damansara, 50490 Kuala Lumpur

Telephone : +603-7661 7777

E-mail : sme@hlbb.hongleong.com.my

Website : www.hlisb.com.my

- Alternatively, you may seek the services of:

- Khidmat Nasihat Pembiayaan (KNP)**, a service formalized by Bank Negara Malaysia (BNM) in collaboration with Credit Guarantee Corporation Malaysia Berhad (CGC) and Agensi Kaunseling & Pengurusan Kredit (AKPK) via MyKNP@CGC that provides financial advisory and recommendations to Small & Medium Enterprises (SMEs) who were unsuccessful in obtaining business financing from banks. You may contact NKP at:

MyKNP@CGC Advisory Unit under CGC

Address : CGC Advisory at any CGC branches nationwide.
Please refer to CGC website for the branch location at <https://www.cgc.com.my/cgc-branches>

Telephone : 03- 7880 0088

E-Mail : myknp@cgc.com.my

Website : <https://www.bnm.gov.my/MyKNP>

- Agensi Kaunseling dan Pengurusan Kredit (AKPK)**, an agency established by Bank Negara as a one-stop platform for both individuals and SMEs seeking financing restructuring services as well as financial education and credit advisory. You may contact AKPK at:

Agensi Kaunseling dan Pengurusan Kredit (AKPK)

Address : Tingkat 5 & 6, Menara Bumiputra Commerce, Jalan Raja Laut 50350 Kuala Lumpur, Federal Territory

Telephone : 1-800-88-2575

E-mail : enquiry@akpk.org.my

Website : <https://www.akpk.org.my/smehelpdesk>

- If you wish to complaint on the products or services provided by us, you may contact us at:

Customer Advocacy

Address : Level 13A Floor, Menara Hong Leong, No. 6, Jalan Damanlela, Bukit Damansara, 50490 Kuala Lumpur

Telephone : 03-76268801/03-76268802/03-76268812

E-mail : customerservice@hlbb.hongleong.com.my

- If your query or complaint is not satisfactorily resolved by us, you may contact Bank Negara Malaysia at:

Bank Negara Malaysia LINK or BNMLINK

Address : 4th Floor, Podium Bangunan AICB, No. 10, Jalan Dato' Onn, 50480 Kuala Lumpur

Telephone : 1-300-88-5465

Fax : 03-2174 1515

Website : <https://bnmlink.bnm.gov.my>

10. Where can I get further information?

Should you require additional information on Hong Leong IBC-i, please visit any of our business centres nationwide or you may visit our website at www.hlisb.com.my website.

11. Other Business Trade Services-i Available

- Trust Receipt-i (TR-i)
- Letter of Credit-i (LC-i)
- Accepted Bills-i Purchase / Sale (AB-i)
- Bank Guarantee-i (BG-i)
- Shipping Guarantee-i (SG-i)
- Hong Leong Invoice Financing-i (IVF-i)
- Outward Bill For Collection-i (OBC-i)
- Hong Leong Onshore Foreign Currency Financing-i (OFCF-i)

The information provided in this disclosure sheet is valid as at November 2023.