

NO.	ITEM	INFORMATION
1.	<b>Product Name</b>	<b>Shipping Guarantee-i (SG-i)</b>
2.	<b>Type of Facility</b>	Trade Bills-i Facility
3.	<b>What is SG-i?</b>	A facility granted by the Bank to importers for the clearance of goods purchased at the port, without the original Bill of Lading (BL) being presented. The Bank will issue a Shipping Guarantee (SG-i) in favour of the Shipping Company/ agent to enable the customer (the importer, consignee or buyer) to take delivery of the merchandise.
4.	<b>Shariah Concept</b>	<b>Kafalah</b> can be defined as a surety given by the first party who agrees to discharge a liability of a third party in case the second party defaults in fulfilling his obligation.
5.	<b>Conditions for Issuance of SG-i</b>	<ol style="list-style-type: none"> <li>1. SG-i to be issued to customers whose documents are drawn under our Letter of Credit-i (LC-i).</li> <li>2. The application for the SG-i must be accompanied by the necessary forms for Trust Receipt (TR-i) or Accepted Bills (AB-i) and also Letter of Indemnity for Discrepancies.</li> <li>3. If the customer does not enjoy a TR-i/AB-i facility but documents are drawn under our LC-i, SG-i is to be issued against 100% deposit.</li> <li>4. The issuance of SG-i for documents not drawn under our LC-i or on collection basis is to be discouraged.</li> </ol>
6.	<b>Commission</b>	<ul style="list-style-type: none"> <li>○ 0.1% flat (minimum RM50.00)</li> <li>○ If the guarantee is not returned within 3 months from date of issuance, an additional commission of 0.5% per annum of the invoice amount shall be charged.</li> </ul>
7.	<b>Payment</b>	<ul style="list-style-type: none"> <li>○ Shipping Guarantee-i is payable on demand where once SG-i is issued, the buyer is obligated to accept the document presented to him by the seller even there is discrepancy in the document.</li> <li>○ Total amount payable to the Bank is inclusive the fees and charges.</li> </ul>

NO.	ITEM	INFORMATION														
8.	<b>Eligibility</b>	<ul style="list-style-type: none"> <li>○ Sole Proprietors</li> <li>○ Partnerships</li> <li>○ SME's</li> <li>○ Private &amp; Public Limited Companies / Institutions</li> <li>○ Government/Statutory Bodies</li> </ul> <p><i>Nature of business must be Shariah compliant</i></p>														
9.	<b>Security / Collateral</b>	The customer may be required to provide security on case to case basis. The bank will accept any security which is Shariah compliant and approved by the Bank's credit policy.														
10.	<b>Fees and charges</b>	<table border="1" data-bbox="565 726 1471 1073"> <thead> <tr> <th data-bbox="565 726 1222 779">Fees and charges</th> <th data-bbox="1222 726 1471 779">Amount (RM)</th> </tr> </thead> <tbody> <tr> <td colspan="2" data-bbox="565 779 1471 821"><b>Stamp duty</b></td> </tr> <tr> <td data-bbox="565 821 1222 863">○ Letter of Offer</td> <td data-bbox="1222 821 1471 863">Nominal</td> </tr> <tr> <td data-bbox="565 863 1222 936">○ Letter of Indemnity for Delivery Without Bill of Lading</td> <td data-bbox="1222 863 1471 936">RM10-00</td> </tr> <tr> <td data-bbox="565 936 1222 978">○ Other Security Document</td> <td data-bbox="1222 936 1471 978"></td> </tr> <tr> <td data-bbox="565 978 1222 1020">    ▪ Letter of Set-Off</td> <td data-bbox="1222 978 1471 1020">Ad valorem</td> </tr> <tr> <td data-bbox="565 1020 1222 1073">    ▪ Letter of Pledge</td> <td data-bbox="1222 1020 1471 1073">Ad valorem</td> </tr> </tbody> </table> <p>All other charges shall follow the Bank's Standard Tariff of Charges</p>	Fees and charges	Amount (RM)	<b>Stamp duty</b>		○ Letter of Offer	Nominal	○ Letter of Indemnity for Delivery Without Bill of Lading	RM10-00	○ Other Security Document		▪ Letter of Set-Off	Ad valorem	▪ Letter of Pledge	Ad valorem
Fees and charges	Amount (RM)															
<b>Stamp duty</b>																
○ Letter of Offer	Nominal															
○ Letter of Indemnity for Delivery Without Bill of Lading	RM10-00															
○ Other Security Document																
▪ Letter of Set-Off	Ad valorem															
▪ Letter of Pledge	Ad valorem															
11.	<b>Outstanding SG-i</b>	<ul style="list-style-type: none"> <li>○ All SG-i issued must be redeemed accordingly.</li> <li>○ Please ensure that it has not been outstanding for a period exceeding 30 days from date of issuance</li> <li>○ Reminder letter must be sent to the shipping agent/customer if the original SG-i is not returned to the Bank within 30 days from date of issuance.</li> </ul>														
12.	<b>Documentation</b>	<p>Documents required by the Bank under SG-i:-</p> <ul style="list-style-type: none"> <li>○ Letter of Indemnity for non-surrender of Bill of Lading</li> <li>○ Shipping Indemnity form for imports under LC-i</li> <li>○ Indemnity against endorsement of advance Air Waybill</li> <li>○ Letter of Indemnity for discrepancies</li> <li>○ One copy of commercial invoice</li> <li>○ One copy of non-negotiable Bill of Lading</li> <li>○ Full particulars of the shipping agent/company such as name, address and telephone number.</li> </ul>														

NO.	ITEM	INFORMATION														
13.	Facility Code	<table border="1"> <thead> <tr> <th data-bbox="565 317 829 369">Facility Code</th> <th colspan="2" data-bbox="829 317 1523 369">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="565 369 829 422">879</td> <td colspan="2" data-bbox="829 369 1523 422">Shipping Guarantee-i</td> </tr> </tbody> </table>			Facility Code	Description		879	Shipping Guarantee-i							
Facility Code	Description															
879	Shipping Guarantee-i															
14.	Contact Person and Number	<table border="1"> <thead> <tr> <th data-bbox="581 478 829 541">Name</th> <th data-bbox="829 478 1052 541">Telephone Number</th> <th colspan="2" data-bbox="1052 478 1484 541">Email Address</th> </tr> </thead> <tbody> <tr> <td data-bbox="581 541 829 604">Siti Sarah Lukman</td> <td data-bbox="829 541 1052 604">03 2786 6705</td> <td colspan="2" data-bbox="1052 541 1484 604">ssarahlukman@affinbank.com.my</td> </tr> <tr> <td data-bbox="581 604 829 667">Ashmal Hafiz Ahmad Suhaimi</td> <td data-bbox="829 604 1052 667">03 2055 9823</td> <td colspan="2" data-bbox="1052 604 1484 667">ashmal@affinbank.com.my</td> </tr> </tbody> </table>			Name	Telephone Number	Email Address		Siti Sarah Lukman	03 2786 6705	ssarahlukman@affinbank.com.my		Ashmal Hafiz Ahmad Suhaimi	03 2055 9823	ashmal@affinbank.com.my	
Name	Telephone Number	Email Address														
Siti Sarah Lukman	03 2786 6705	ssarahlukman@affinbank.com.my														
Ashmal Hafiz Ahmad Suhaimi	03 2055 9823	ashmal@affinbank.com.my														

*The information provided in this Quick Product Guide is valid as at 10 May 2019.*