

Date

Lost/Stolen Cheque/Cheque Book/Cashier Order (CO) Report Form

The Manager
 HSBC, Bangladesh Branch

Detail of the Account Holder. Please complete in BLOCK LETTERS

Name of the Account Holder(s)	
Account Number	<input style="width: 100%;" type="text"/>
Phone Number	

Stop Cheque Payment Request: Please stop payment of the following Cheque(s)

Cheque No	Cheque Date	Crossed Cheque		Name of Payee	Amount	Reason
		Yes	No			

*For multiple blank cheques, please input sequence of cheque numbers as required. Example: 1234567-1234569.

Cashier Order Cancellation Request Please cancel payment of the following Cashier Order(s)

Please Tick (✓) where applicable	Cashier Order Issue Date	Cashier Order Number	Name of Payee	Amount	Reason for CO cancellation
<input type="checkbox"/> Payment cancellation due to lost CO					
<input type="checkbox"/> Payment cancellation with original copy of the CO released by the beneficiary					

*For reporting loss of the CO, issuance of duplicate CO in favour of the same beneficiary is mandatory. Please kindly execute and submit the HSBC prescribed indemnity (available at any branch of HSBC) along with a copy of the General Diary filed with the local Police Station in this regard.

Cheque/Cheque Book Lost Report: Please lost report the following Cheque/Cheque Book

<input type="checkbox"/> Cheque Lost Report	Lost Cheque(s) Number:
<input type="checkbox"/> Cheque Book Lost Report	Lost Cheque Book Serial Number: From..... to.....

Authorization and Acceptance of Terms and Conditions

Subject to these instructions being provided to HSBC, HSBC will only comply with these instructions if all details provided here accord strictly with those of the relevant cheque(s)/ Cashier Order(s)/ Cheque Book(s) and only if the cheque(s)/ Cashier Order(s), Cheque Book(s) has/have not been presented, and remain(s) unpaid, when such instructions are received by HSBC. However, if, in its discretion, HSBC accepts such an instruction, notwithstanding the fact that not all of the requested details are provided, HSBC will not be liable for any losses that the Account Holder may incur as a consequence thereof. HSBC shall be indemnified and held harmless by the Account Holder or any third party against any loss, costs, expenses, damages and/or proceedings incurred or brought, resulting from compliance of this request. HSBC will not be liable for paying against these cheque(s)/ Cashier Order(s) if they are presented to HSBC before HSBC can reasonably process this request for stop/cancellation.

I/We hereby declare that the information provided above is correct and I/we am/are authorising HSBC to act as per this request. Also, I/we have read and understood the terms and conditions outlined in this form, and I/we agree to be bound by these terms and conditions. Please deduct applicable charges from my/our HSBC account number as mentioned above.

SV

Signature of the Account Holder(s)

To be filled by HSBC:

Date and Time of Instruction Receipt:	Instruction Received by: (Seal with name, designation and date)	BM Endorsement: Seal with name, designation and date	Action Taken from Branch: (Date and Time)
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