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| SUPPLIER APPLICATION FOR EMERGENCY PAYMENTS IN A FOREIGN CURRENCY  (INCLUDING STERLING TO AN ADDRESS OUTSIDE THE UK) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **IMPORTANT:**  This form is to be used only in an Emergency situation. You are not to use this form until advised by DBS Finance, Liverpool. Please complete Part 1 and the certification that the information is correct. Return the form to the address shown above. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **PART 1** | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Supplier’s Invoice Reference **(This must be completed)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | |  | |
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| 2. Supplier Name | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| 3. Supplier Address  (for correspondence) | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |
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| 4. Supplier Code | | | | | | |  | | | | |  | | | | |  | | |  | |  | |  | | 5. Site Code | | | | | | | | |  | | | |  | | **(This must be completed)** | | | | | | | | |
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| 6. Authorising Branch Code (where applicable) | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | |  | | | | | | | |
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| 7. Currency required | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | |
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| 8. Value in figures (Ex-VAT) | | | | | | |  | | | | | | | | | | | | | | | | | | | 9. VAT | | | | | | | |  | | | | | | | | | | | | | |  | |
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| 11. Total Value in Words | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| **12. AUTH BRANCH USE ONLY:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A. Imported Goods? | | | | | | | | | | Yes | | | | | | | | | | | No | | | | | | | B. VAT Indicator | | | | | | | | | |  | | | | | | | | | | | |
| C. RAC | | | | | | | | | |  | | | | | | | | | | | | | | | | | | D. UIN | | | | | | | | | |  | | | | | | | | | | | |
| E. MOD Reference | | | | | | | | | | *(Max 12 characters)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **I certify that the above information is correct** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | Signature | | | | | | | | | | | | | | |  | | Date | | | | | | | | | | |  | **COMPANY OR AUTHORISING BRANCH STAMP** | | | | | | | | | | | | | | | | | |  | |
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| **PARTS 2 & 3 (FOR DBS FINANCE USE ONLY)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **PART 2A** | | **Checking & Authorisation** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **PART 2B** | | | | **Input/Punching** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **PART 2C** | | | | **Acceptance or Rejection (** **where applicable)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **NOTE: Rejections to be investigated and re-input using a new Batch Number** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **PART 3** | | | | **Re-input of rejections** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **This claim MUST be filed with the original documentation in Batch Number order** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |