

貿易實務書類作成

輸出編

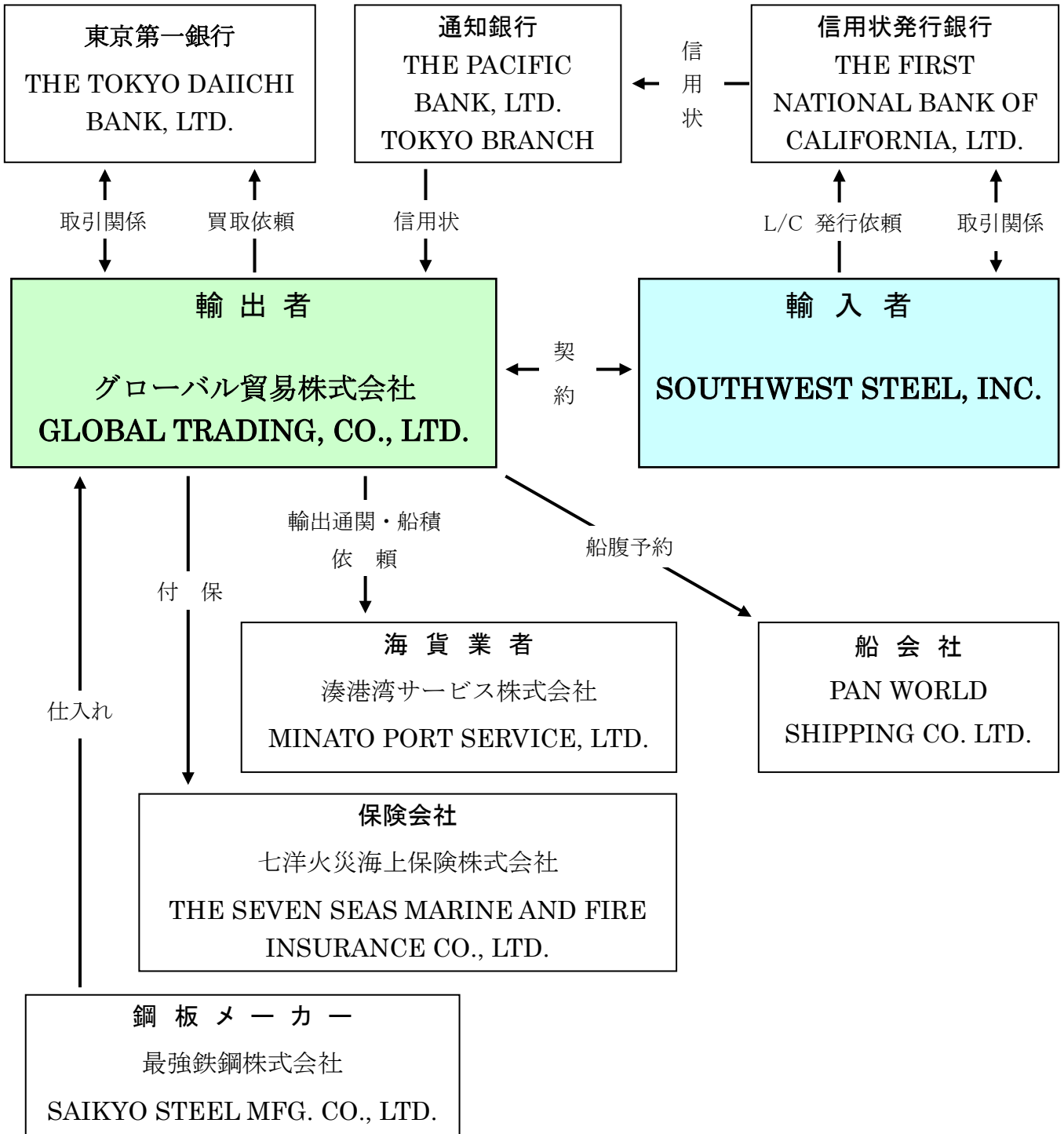
Part I

ここでは一つの輸出取引をシミュレーションして書類を作成していきます。

グローバル貿易株式会社 Global Trading Co., Ltd. (〒100-0002 東京都千代田区大手町一丁目2番3号) は、米国の Southwest Steel, Inc. (1234 Bridge Street, Riverside, CA 94971 U.S.A.) から、鉄鋼製品の注文を受け、輸出することになった。

次ページ以降の指示に従い輸出取引に必要な書類を完成させなさい。

尚、Global Trading Co., Ltd. の取引関係は次のようになっている。



Assignment 1: 見積書の作成

グローバル貿易株式会社は取引に向けオファーとして見積書を送付することになった。

下記の見積もりの内容から、別紙の見積書を作成しなさい。グローバル貿易株式会社側の署名欄には輸出課長（Export Manager）の山田太郎が署名をするものとする。

記

1. 見積書の作成日は令和 YY 年（西暦 20XX 年）4 月 16 日とする。
2. 見積書番号は SWS-9753/04 とする。
3. 見積書の有効期限は令和 YY 年（西暦 20XX 年）5 月 31 日とする。
4. 契約内容は以下のとおりである。

1) 貨物明細

商品明細	数量	単価	金額
<u>Iron Products</u>			
1. Flat-rolled (cold-rolled) Containing 0.3% of Carbon by weight Length 120m, Width 200mm, Thickness 2mm	24 rolls	@US\$4,800.00	US\$115,200.00
		鉄製の圧延平板（冷間圧延） 炭素含有量（重量比）0.3%	
2. Round Bars, Hot-extruded Containing 0.5% of Carbon by weight Length 6m, Diameter 60mm	875 pcs.	@US\$200.00	US\$175,000.00
		丸鋼、押出成形 炭素含有量（重量比）0.5%	
			合計： US\$290,200.00

- 2) 引渡し条件 : CIP Long Beach
- 3) 決済条件 : 取消不能信用状に基づく一覽払手形（一覽払取消不能信用状）
- 4) 運送方法 : 船舶による海上輸送
- 5) 船積期限 : 信用状受領後 60 日以内
- 6) 船積港 : 東京港
- 7) 仕向地 : Long Beach, U.S.A.
- 8) 貨物海上保険 : 保険金額を CIP 価格の 110%とし、協会貨物約款全危険担保条件に戦争とストライキ危険を追加し、売主が付保
- 9) 検査 : 日本金属製品検査協会（Japan Steel Products Inspection Association）による最終検査が行われる
- 10) 梱包 : 売主の輸出標準に沿って行われる
- 11) 荷印 : 買主の指示による

QUOTATION

Global Trading Co., Ltd.

2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan
Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875
URL: <http://globaltrade.co.jp>

Date

Quotation No.

Validity

To

Payment Terms

Means of Transport

Time of Shipment

From

Via

To

Description of Goods

Quantity

Unit Price

Amount

TOTAL :

Insurance

Packing

Inspection

Shipping Marks

Others

Global Trading Co., Ltd.

Authorized signature(s)

(記入要領)

QUOTATION			
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date 作成日	Quotation No. 見積書番号
To 見積り先 (買主) の名称・所在地		Validity 見積書有効期限	Payment Terms 支払い条件
Means of Transport 運送方法		Time of Shipment	
From 船積地	Via 積替地	船積時期	
To 仕向地			
Description of Goods 貨物明細 貨物総称 (共通名称)	Quantity 数量	Unit Price 単価	Amount 金額 インコタームズの条件
1. 貨物明細			
2. 貨物明細			
TOTAL: インコタームズ 合計金額			
Insurance 貨物海上保険条件 (付保者、保険金額、保険条件等)	Packing 梱包		
Inspection 品質検査	Shipping Marks 荷印		
Others その他	Global Trading Co., Ltd. 署名 Authorized signature(s) 署名者名 & 肩書		

(解答例)

QUOTATION			
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date	APRIL 16, 20XX
		Quotation No.	SWS-9753/04
		Validity	MAY 31, 20XX
To	SOUTHWEST STEEL, INC. 1234 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.	Payment Terms	A SIGHT DRAFT UNDER AN IRREVOCABLE LETTER OF CREDIT IN OUR FAVOR
Means of Transport	BY OCEAN VESSEL	Time of Shipment	WITHIN 60 DAYS AFTER RECEIPT OF A LETTER OF CREDIT
From	TOKYO, JAPAN		
To	LONG BEACH, U. S. A.		
Description of Goods	Quantity	Unit Price	Amount
<u>IRON PRODUCTS</u>			<u>GIP LONG BEACH</u>
FLAT-ROLLED (COLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM, THICKNESS 2MM	24 ROLLS	US\$4, 800. 00	US\$115, 200. 00
ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM	875 PCS.	US\$200. 00	US\$175, 000. 00
TOTAL :		GIP LONG BEACH	US\$290, 200. 00
Insurance	COVERED BY SELLER FOR 110% OF INVOICE VALUE AGAINST ALL RISKS INCLUDING WAR AND SRCC RISKS	Packing	MADE WITH SELLER'S EXPORT STANDARD
Inspection	FINAL INSPECTION MADE BY JAPAN STEEL PRODUCTS INSPECTION ASSOCIATION	Shipping Marks	AS PER BUYER'S INSTRUCTIONS
Others		Global Trading Co., Ltd. <i>Taro Yamada</i> Authorized signature(s) Taro Yamada, Export Manager	

Assignment 2: 契約書の作成

見積書の内容がサウスウェスト・スチール株式会社によって承諾され、売主であるグローバル貿易株式会社は契約書を作成することになった。契約書は正副 2 通作成・送付し、買主の署名を得る。

下記の契約の内容から、別紙の契約書を作成しなさい。グローバル貿易株式会社側の署名欄には輸出課長（Export Manager）の山田太郎が署名をするものとする。

記

1. 契約書の作成日は令和 YY 年（西暦 20XX 年）5 月 8 日とする。
2. 契約番号は SWS-112/04 である。
3. 契約内容は以下のとおりとする。

- | | |
|-----------|--------------------------------|
| ① 貨物明細 | : 見積書通り |
| ② 引渡し条件 | : CIP Long Beach |
| ③ 決済条件 | : 取消不能信用状に基づく一覽払手形（一覽払取消不能信用状） |
| ④ 信用状有効期限 | : 令和 YY 年（西暦 20XX 年）7 月 14 日 |
| ⑤ 船積期限 | : 令和 YY 年（西暦 20XX 年）6 月 30 日 |
| ⑥ 船積港 | : 東京港 |
| ⑦ 仕向地 | : Long Beach, U.S.A. |
| ⑧ 分割船積 | : 禁止 |
| ⑨ 積替え | : 禁止 |
| ⑩ 梱包 | : 見積書通り |
| ⑪ 貨物海上保険 | : 見積書通り |
| ⑫ 荷印 | : 買主からの指示は以下のとおりである。 |

SWS IN DIA、LONG BEACH、S.N. NO. SWS-112/04、
BUNDLE NO. 1/UP、MADE IN JAPAN

Global Trading Company, Limited

2-3 Otemachi 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan

Phone: 81 (3) 3258-5877

URL: <http://www.globaltrade.co.jp>

Fax: 81 (3) 3258-5875

To:

Date :

S/N No.

SALES NOTE

We, as Seller, hereby confirm our sale to you, as Buyer, of the following merchandise on the terms and conditions as stated herein and on the reverse side hereof:

Description of Goods	Quantity	Unit Price	Amount
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1.

2.

Total:

Trade Terms :

Payment made by :

Expiry of Credit :

Time of Shipment :

Shipment by :

Port of Shipment :

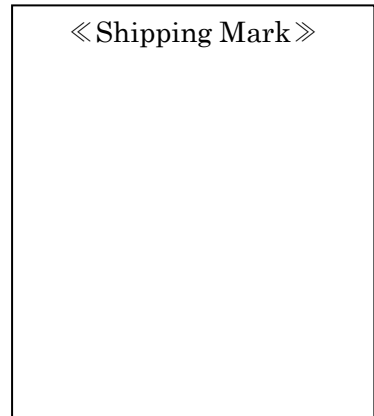
Destination :

Partial Shipments :

Transshipment :

Insurance :

Packing :



Accepted and confirmed by
(Buyer)

Made and issued by
(Seller) Global Trading Co., Ltd.

_____ on _____

_____ on _____

Global Trading Company, Limited

2-3 Otemachi 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan

Phone: 81 (3) 3258-5877

URL: <http://www.globaltrade.co.jp>

Fax: 81 (3) 3258-5875

To: 輸入者名・住所

Date : 契約日

S/N No. 売約書番号

SALES NOTE

We, as Seller, hereby confirm our sale to you, as Buyer, of the following merchandise on the terms and conditions as stated herein and on the reverse side hereof:

Description of Goods	Quantity	Unit Price	Amount
<u>貨物総称(共通名称)</u>			
1. 貨物明細	数量	単価	金額
2.			
Total:		インコタームズ	合計金額

Trade Terms : 取引条件(インコタームズ)
Payment made by : 支払い条件
Expiry of Credit : 信用状の有効期限
Time of Shipment : 船積期限
Shipment by : 運送手段(運送方法)
Port of Shipment : 船積港
Destination : 仕向港(地)
Partial Shipments : 分割船積 (可 or 不可)
Transshipment : 積替 (可 or 不可)
Insurance : 海上保険(付保者、保険金額、保険条件)

Packing : 梱包

« Shipping Mark »

荷 印

Accepted and confirmed by
(Buyer) 輸入者名

Made and issued by
(Seller) Global Trading Co., Ltd.

署名

署名

on 日付

署名者名 & 肩書
on 日付

Global Trading Company, Limited

2-3 Otemachi 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan

Phone: 81 (3) 3258-5877

URL: <http://www.globaltrade.co.jp>

Fax: 81 (3) 3258-5875

To: Southwest Steel, Inc.
1234 Bridge Street, Riverside, CA 94971
U.S.A.

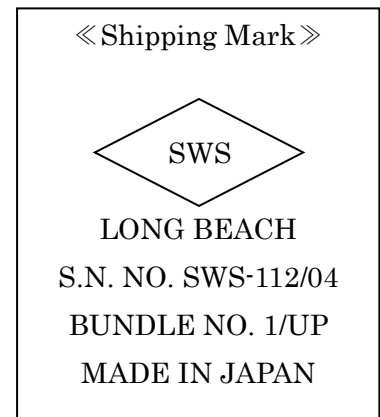
Date : May 8, 20XX
S/N No. SWT-112/04

SALES NOTE

We, as Seller, hereby confirm our sale to you, as Buyer, of the following merchandise on the terms and conditions as stated herein and on the reverse side hereof:

Description of Goods	Quantity	Unit Price	Amount
<u>Iron Products</u>			
1. Flat-rolled (cold-rolled) Containing 0.3% of Carbon by weight Length 120m, Width 200mm, Thickness 2mm	24 Rolls	@\$4,800.00	US\$115,200.00
2. Round Bars, Hot-extruded Containing 0.5% of Carbon by weight Length 6m, Diameter 60mm	875 pcs.	@\$200.00	US\$175,000.00
Total:		CIP Long Beach	US\$290,200.00

Trade Terms : CIP Long Beach
Payment made by : A Sight Draft under an Irrevocable Letter of Credit in Favor of Seller
Expiry of Credit : July 14, 20XX
Time of Shipment : Not Later than June 30, 20XX
Shipment by : Ocean Vessel
Port of Shipment : Tokyo, Japan
Destination : Long Beach, U.S.A.
Partial Shipments : Prohibited
Transshipment : Prohibited
Insurance : Covered by Seller for 110% of Invoice Value
against All Risks including War and SRCC Risks
Packing : at Seller's Option (Seller's Export Standard)



Accepted and confirmed by
(Buyer)

Made and issued by
(Seller) Global Trading Co., Ltd.

Taro Yamada

Taro Yamada, Export Manager

on _____

on May 8, 20XX

Assignment 3: 信用状の内容確認

グローバル貿易株式会社と米国の **Southwest Steel, Inc.** の間で契約が交わされ、輸入者となる **Southwest Steel, Inc.** は契約に従い信用状を開設してきた。

グローバル貿易株式会社を受領した信用状（次ページ）の内容をチェックし、契約書の内容と矛盾（条件不一致：ディスレパンシー）があるかないかを確認しなさい。もし、契約内容との間に矛盾があれば、すぐに輸入者側に信用状の条件変更を求めなければならない。

信用状の内容確認は、「L/C 取引 Summary」の空欄を埋めながら行うこと。

記

1. 信用状発行銀行は、**Southwest Steel, Inc.**の取引銀行である **The First National Bank of California, Ltd.**である。
2. 今回、信用状は **Mail Type** のものであるが、参考までに同じ内容の **Cable Advice (SWIFT)** 方式のものも付けてある。

THE FIRST NATIONAL BANK OF CALIFORNIA, LTD.

3591 Broadway, Los Angeles, California 95023

U. S. A.

ORIGINAL

Date and Place of Issue May 21, 20XX Los Angeles	IRREVOCABLE DOCUMENTARY CREDIT No. 231-112449J
Advising Bank The Pacific Bank, Ltd., Tokyo 3-4 Yaesu 2-chome, Chuo-ku, Tokyo Japan	Applicant Southwest Steel, Inc. 134 Bridge Street, Riverside, CA 94971 U. S. A.
Beneficiary Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo Japan	Amount US\$290,200.00 (Dollars Two Hundred Ninety Thousand Two Hundred only in U. S. Currency)
Latest Date of Shipment June 30, 20XX	Date and Place of Expiry July 14, 20XX Tokyo, Japan

Dear Sirs:

We hereby issue in your favor this documentary credit which is available at any bank in Japan by negotiation against your drafts at sight drawn on us for 100% of the invoice value, accompanied by the following documents:

- Signed Commercial Invoice indicating this credit number in Triplicate
- Packing List in Triplicate
- Full set of clean on Board ocean Bill of Lading made out to order of shipper and blank endorsed, marked Freight Prepaid, notify Applicant
- Marine Insurance Policy or Certificate in Duplicate, endorsed in blank, for 110% of the invoice value, against Institute Cargo Clauses (All Risks) including Institute War Clauses and Institute SRCC Clauses, stipulating claims payable in the currency of the draft in Los Angeles, U.S.A.
- Certificate of Origin in Duplicate

Evidencing Shipment of Iron Products as specified in the Sales Note No. SWS-112/04 dated May 8, 20XX

Shipment from Tokyo, Japan to Long Beach, U. S. A.	Partial Shipments Prohibited	Transshipment Prohibited
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Trade Terms: CIP Long Beach

Special Conditions:

- Drafts and documents must be presented within 14 days after the date of issuance of Bill of Lading, but within the validity of this credit.
- All banking charges outside U.S.A. are for the account of beneficiary.

- to be continued -

Draft(s) must be marked “drawn under The First National Bank of California, Los Angeles, Credit No. 231-112449J dated May 21, 20XX.”

The amount of draft must be endorsed on the reverse of this credit by the negotiating bank.

We hereby agree with drawer(s), endorser(s) and bona fide holder(s) of draft(s) drawn under and in compliance with the terms and conditions of this credit that such draft shall be duly honored on due presentation and delivery of documents at the negotiating bank.

Very truly yours,
The First National Bank of California

Signed

(Authorized Signature)

THIS CREDIT IS SUBJECT TO UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS (2007 REVISION), INTERNATIONAL CHAMBER OF COMMERCE, PUBLICATION NO. 600.

THE FIRST NATIONAL BANK OF CALIFORNIA, LTD.	
SENDER'S BANK : THE FIRST NATIONAL BANK OF CALIFORNIA, LTD. 3591 BROADWAY, LOS ANGELES, CALIFORNIA 95023	
RECEIVER'S BANK : THE PACIFIC BANK, LTD., TOKYO 3-4 YAESU 2-CHOME, CHUO-KU, TOKYO, JAPAN	
IN ACCORDANCE WITH TERMS OF ARTICLE 9(a) of UCP 600, WE ADVISE HAVING RECEIVED THE FOLLOWING TELETRANSMISSION.	
FROM: TFNBC	MESSAGE TYPE : 700 ADVICE NO. 6789012
TO : TPBT	CREATION DATE: 20XX0521 CREDIT NO. 231-112449J
27 : SEQUENCE OF TOTAL	1/1
40A : FORM OF DOCUMENTARY	IRREVOCABLE
20 : DOCUMENTARY CREDIT NUMBER	231-12449J
31C : DATE OF ISSUE	20XX/05/21
31D : DATE AND PLACE OF EXPIRY	20XX/07/14 TOKYO, JAPAN
50 : APPLICANT	SOUTHWEST STEEL, INC., 134 BRIDGE STREET, RIVERSIDE, CALIFORNIA 94971
59 : BENEFICIARY	GLOBAL TRADING CO., LTD., 2-3 OTEMACH 1-CHOME, CHIYODA-KU, TOKYO, JAPAN
32B : CURRENCY CODE, AMOUNT	USD290,200.00 (DOLLARS TWO HUNDRED SEVENTY-TWO THOUSAND ONLY IN U.S. CURRENCY), CIP LONG BEACH
41D : AVAILABLE WITH...BY...	ANY BANK BY NEGOTIATION
42C : DRAFTS AT...	DRAFTS AT SIGHT FOR FULL INVOICE VALUE
42A : DRAWEE	THE FIRST NATIONAL BANK OF CALIFORNIA, LTD. 3591 BROADWAY, LOS ANGELES, CALIFORNIA 95023
43P : PARTIAL SHIPMENTS	NOT ALLOWED
43T : TRANSSHIPMENT	NOT ALLOWED
44A : LOADING ON BOARD/DISPATCH	TOKYO, JAPAN
	/TAKING IN CHARGE AT/FROM
44B : FOR TRANSPORTATION TO...	LONG BEACH, U.S.A.
44C : LATEST DATE OF SHIPMENT	20XX/06/30
45A : DESCRIPTION OF GOODS AND/OR SERVICES	IRON PRODUCTS AS PER SALES NOTE NO. SWS-112/04 DATED 20XX/05/08
46A : DOCUMENTS REQUIRED	*SIGNED COMMERCIAL INVOICE IN 3 COPIES INDICATING THIS CREDIT NUMBER *PACKING LIST IN 3 COPIES *FULL SET OF CLEAN ON BOARD OCEAN BILL OF LADING MADE OUT TO ORDER OF SHIPPER AND BLANK ENDORSED, MARKED FREIGHT PREPAID, NOTIFY APPLICANT *MARINE INSURANCE POLICY OR CERTIFICATE IN DUPLICATE ENDORSED IN BLANK FOR FULL CIP VALUE PLUS 10%, COVERING INSTITUTE CARGO CLAUSES (ALL RISKS) INCLUDING INSTITUTE WAR CLAUSES AND INSTITUTE STRIKES, RIOTS AND CIVIL COMMOTIONS CLAUSES *CERTIFICATE OF ORIGIN IN 2 COPIES
71B : CHARGES	ALL BANKING CHARGES OUTSIDE U.S.A. ARE FOR THE ACCOUNT OF BENEFICIARY.
47A : ADDITIONAL CONDITIONS	T.T. REIMBURSEMENT IS NOT ALLOWED.
48 : PERIOD FOR PRESENTATION	DOCUMENTS MUST BE PRESENTED WITHIN 14 DAYS AFTER THE DATE OF ISSURANCE OF BILL OF LADING, BUT WITHIN THE VALIDITY OF THIS CREDIT.
49 : CONFIRMATION INSTRUCTIONS	WITHOUT
- TO BE CONTINUED -	

78 : INSTRUCTIONS TO THE PAYING/
ACCEPTING/NEGOTIATING BANK

*THE AMOUNT OF EACH DRAFT MUST BE ENDORSED ON THE
REVERSE OF THIS CREDIT.

*THE PROCEEDS ARE REMITTED UPON RECEIVING YOUR
DOCUMENTARY BILL OF EXCHANGE IN COMPLIANCE WITH
THIS CREDIT CONDITIONS.

*ALL DOCUMENTS MUST BE SENT TO THE FIRST NATIONAL
BANK OF CALIFORNIA, LTD., 3591 BROADWAY, LOS ANGELES,
CALIFORNIA 95023

72 : SENDER TO RECEIVER
INFORMATION

THIS DOCUMENTARY CREDIT IS SUBJECT TO THE UNIFORM
CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS (2007
REVISION), ICC PUBLICATION NO. 600.

- HEREUNDER BLANK -

L/C 取引 Summary

輸入者				
契約書番号		契約日		
信用状番号		発行日		
信用状発行銀行				
確認銀行				
指定買取銀行				
船積期限		呈示期間	船積日より 日	
L/C 有効(呈示)期限				
信用状金額		貿易条件		
取引商品				
	数量 :			
分割船積	可 不可	積 替	可 不可	
仕出港(地)				
積替港(地)				
仕向港(地)				
買取書類	Invoice	通	Packing List	通
	B/L・SWB・AWB(丸囲み)	通	保険証券	通
	原産地証明書	通	重量容積証明書	通
	その他			
為替手形	手形期限 : At			
	名宛人(支払人) :			
その他特記事項				
アmend (月 日)				

もし可なら

L/C 取引 Summary

輸入者	Southwest Steel, Inc.			
契約書番号	SWS-112/04	契約日	May 8, 20XX	
信用状番号	231-112449J	発行日	May 21, 20XX	
信用状発行銀行	The First National Bank of California, Ltd.			
確認銀行	Nil			
指定買取銀行	Nil			
船積期限	June 30, 20XX	呈示期間	船積日より 14 日	
L/C 有効(呈示)期限	July 14, 20XX			
信用状金額	US\$290,200.00	貿易条件	CIP Long Beach	
取引商品	Iron Products 数量 : as per S.N. No. SWS-112/04			
分割船積	可 <input type="radio"/> 不可 <input checked="" type="radio"/>	積替	可 <input type="radio"/> 不可 <input checked="" type="radio"/>	
仕出港(地)	Tokyo, Japan			
積替港(地)				
仕向港(地)	Long Beach, U.S.A.			
買取書類	Invoice	3 通	Packing List	3 通
	<input checked="" type="radio"/> (B/L)・SWB・AWB	3 通	保険証券	2 通
	原産地証明書	2 通	重量容積証明書	通
	その他			
為替手形	手形期限 : At Sight			
	名宛人(支払人) : The First National Bank of California, Ltd.			
その他特記事項				
アmend (月 日)				

Assignment 4: インボイス(送り状)の作成

グローバル貿易株式会社は、売約書 (Sales Note) および信用状の内容に従って、受注品の製造/調達を手配するとともに、輸出通関・船積に必要な書類を手配しなければならない。下記事項に従ってインボイスを作成しなさい。

記

1. インボイスの日付 : 令和 YY 年 6 月 20 日
2. インボイスの番号 : Sales Note の番号に合わせる。
3. インボイスには輸出課長 (Export Manager) の山田太郎が署名をする。
4. 商品を船積する船舶の情報については、下記の船腹予約情報を参照すること。

<< 船腹予約情報 >> 予約日 : 令和 YY 年 6 月 16 日
 予約番号 : 00816340
 船会社 : PAN WORLD SHIPPING CO., LTD.
 本船名 : THE M/V "NEPTUNE" Voyage No. 154W
 出港予定日 : 東京港 6 月 29 日
 到着予定日 : LONG BEACH 7 月 14 日
 海上運賃等 : 基本運賃 US\$5,150/40'
 CAF 基本運賃の 30%
 BAF US\$680.00/40'
 THC US\$270.00/40'

輸出通関・船積に必要な書類と、船積後に為替手形の買取依頼をする時に必要となる書類は、共に「船積書類」と呼ばれ混同しがちであるが、まったく一致しているわけではないので注意が必要である。参考までに、それぞれの手続きに必要な一般的な書類を下表に示しておく。

輸出通関・船積用書類 (海貨業者に要求されるもの)	荷為替手形買取依頼用書類 (L/C で要求されているもの)
Invoice ← 転用 Packing List ← 転用	Invoice Packing List Bill of Lading・Sea Waybill・Air Waybill 等 Insurance Policy (CIF・CIP 条件の場合等) Certificate of Origin
輸出許可証・承認証等 (Export License) 輸出検査済み証明書等	Certificate of Inspection (品質検査証明書) Certificate and List of Measurement and/or Weight (重量容積証明書)
カタログ等	Bill of Exchange
Shipping Instructions	荷為替手形買取依頼書

【Invoice】

INVOICE

Global Trading Co., Ltd.

2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan
Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875
URL: <http://globaltrade.co.jp>

Date

Invoice No.

Ref. No.

Buyer

Payment Terms

L/C No.

Date

Vessel or

On or about

Issuing Bank

From

Via

To

Remarks

Marks & Nos.

Description of Goods

Quantity

Unit Price

Amount

1.

2.

TOTAL :

Global Trading Co., Ltd.

Authorized signature(s)

【Invoice 記入要領】

INVOICE				
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date 日付 Invoice No. インボイス番号 Ref. No. 参照番号 (もしあれば)		
Buyer 買主 (輸入者) 名 & 住所		Payment Terms 支払条件 もし信用状取引なら		
		L/C No. 信用状番号	Date 信用状発行日	
Vessel or 本船名	On or about 出航予定日	Issuing Bank		
From 仕出港 (地)	Via 経由地 (積替港)	信用状発行銀行		
To 仕向港 (地)		Remarks 備考		
Marks & Nos. 荷印	Description of Goods 貨物明細	Quantity 数量	Unit Price 単価	Amount 金額
	<u>貨物総称 (共通名称)</u>	<u>インコタームズ</u>		
	1. 貨物明細			
	2. 貨物明細			
荷印				
TOTAL:		インコタームズ	合計金額	
Global Trading Co., Ltd. 署名 _____ Authorized signature(s) 署名者名 & 肩書				

【Invoice 解答例】

INVOICE				
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date	JUNE 20, 20XX	
		Invoice No.	SWS-112/04	
		Ref. No.		
Buyer		Payment Terms		
SOUTHWEST STEEL, INC. 1234 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.		A SIGHT DRAFT IN OUR FAVOR UNDER AN IRREVOCABLE LETTER OF CREDIT		
		L/C No.	231-112449J	Date MAY 21, 20XX
Vessel or	On or about	Issuing Bank		
NEPTUNE V. 154W	JUN 29, 20XX	THE FIRST NATIONAL BANK OF CALIFORNIA		
From	Via			
TOKYO, JAPAN				
To	Remarks			
LONG BEACH, U. S. A.				
Marks & Nos.	Description of Goods	Quantity	Unit Price	Amount
	<u>IRON PRODUCTS</u>			<u>CIP LONG BEACH</u>
	FLAT-ROLLED (GOLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM THICKNESS 2MM	24 ROLLS	US\$4,800.00	US\$115,200.00
	ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM	875 PCS.	US\$200.00	US\$175,000.00
SWS IN DIA LONG BEACH S. N. NO. SWS-112/04 BUNDLE NO. 1/UP MADE IN JAPAN				
TOTAL:		CIP LONG BEACH	US\$290,200.00	
Global Trading Co., Ltd. <i>Taro Yamada</i> Authorized signature(s) Taro Yamada, Export Manager				

Assignment 5: パッキング・リスト（梱包明細書）の作成

これまでに作成および参照してきた書類や資料および下記事項を基にして、グローバル貿易株式会社の作成するインボイスに合わせて、パッキング・リストを作成しなさい。

パッキング・リストとは、船積する商品がどんな状態に梱包（包装）されているかを示す書類である。

記

1. パッキング・リストの日付： インボイスと同じ
2. パッキング・リストの番号： インボイスと同じ
3. パッキング・リストにも輸出課長（Export Manager）の山田太郎が署名をする。
4. 商品の梱包は以下のようになっている。
 - ① Flat-rolled (cold-rolled)は1単位ごとにロール状に巻かれてる。Roll No. 1 - 24
 - ② Round Bars は 25 本ずつ束ねられている。Bundle No. 25 - 59
 - ③ それぞれの品目の重量と容積はそれぞれ以下のとおりである。

	正味重量	総重量	容積
Flat-rolled (cold-rolled)	@380 kg/roll	@420 kg/roll	@0.700 m ³ /roll
Round Bars	@450 kg/bundle (@18.0 kg/pc.)	@465 kg/bundle (@18.6 kg/pc.)	@0.625 m ³ /bundle (@0.025 m ³ /pc.)
	合計：	26,355 kgs	38.675 m ³

【Packing List】

PACKING LIST					
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date Invoice No. Ref. No.			
Buyer		Payment Terms			
		L/C No.	Date		
Vessel or	On or about	Issuing Bank			
From	Via				
To		Remarks			
Marks & Nos.	Description of Goods	Quantity	Weight (NET)	Weight (GROSS)	Measurement
			KGS	KGS	M3
			KGS	KGS	M3
TOTAL :			KGS	KGS	M3
Global Trading Co., Ltd. _____ Authorized signature(s)					

【Packing List 記入要領】

PACKING LIST					
Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date 日付 Invoice No. インボイス番号 Ref. No. 参照番号 (もし必要ならば)			
Buyer 買主 (輸入者) 名 & 住所		Payment Terms 支払条件			
		L/C No. 信用状番号		Date 信用状発行日	
Vessel or 本船名		On or about 出航予定日		Issuing Bank 信用状発行銀行	
From 仕出港 (地)		Via 経由地 (積替港)			
To 仕向港 (地)		Remarks 備考			
Marks & Nos.	Description of Goods	Quantity	Weight (NET)	Weight (GROSS)	Measurement
荷印	貨物明細	数量	正味重量	総重量	容積
貨物総称 (共通名称)					
梱包番号	貨物明細		KGS	KGS	M3
梱包番号	貨物明細		KGS	KGS	M3
荷印					
TOTAL :			KGS	KGS	M3
Global Trading Co., Ltd. 署名 _____ Authorized signature(s) 署名者名 & 肩書					

【Packing List 解答例】

PACKING LIST					
<p>Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp</p>			<p>Date JUNE 20, 20XX Invoice No. SWS-112/04 Ref. No.</p>		
<p>Buyer SOUTHWEST STEEL, INC. 1234 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.</p>			<p>Payment Terms A SIGHT DRAFT IN OUR FAVOR UNDER AN IRREVOCABLE LETTER OF CREDIT</p>		
<p>Vessel or On or about NEPTUNE V. 154W JUN 29, 20XX</p>			<p>L/C No. 231-112449J Date MAY 21, 20XX</p>		
<p>From Via TOKYO, JAPAN</p>			<p>Issuing Bank THE FIRST NATIONAL BANK OF CALIFORNIA</p>		
<p>To LONG BEACH, U. S. A.</p>			<p>Remarks</p>		
Marks & Nos.	Description of Goods	Quantity	Weight (NET)	Weight (GROSS)	Measurement
<u>IRON PRODUCTS</u>					
NO. 1-24	FLAT-ROLLED (COLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM THICKNESS 2MM	24 ROLLS	9,120 KGS (@380 KGS)	10,080 KGS (@420 KGS)	16.800 M3 (@0.700 M3)
NO. 25-59	ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM 25 PCS./BUNDLE	875 PCS. (35 BUNDLES)	15,750 KGS (@18.0 KGS)	16,275 KGS (@18.6 KGS)	21.875 M3 (@0.025 M3)
<p>SWS IN DIA LONG BEACH S. N. NO. SWS-112/04 BUNDLE NO. 1/UP MADE IN JAPAN</p>					
TOTAL:			24,870 KGS	26,355 KGS	38.675 M3
<p>Global Trading Co., Ltd. <i>Taro Yamada</i> _____ Authorized signature(s) Taro Yamada, Export Manager</p>					

Assignment 6: シッピング・インストラクション(輸出作業依頼書)の作成

グローバル貿易株式会社は、貨物の輸出通関手続きおよび船積を海貨業者に依頼している。海貨業者は、輸出者の代理人として、輸出貨物を通関・船積して、船会社より船荷証券を受け取ることになる。

これまでに作成および参照してきた書類や資料および下記事項を基にして、グローバル貿易株式会社が海貨業者に関連書類を手渡す際に添付するシッピング・インストラクションを作成しなさい。

記

1. シッピング・インストラクションの作成日および本件の輸出作業依頼日は6月20日であり、依頼書番号はHTC-5563/04である。
2. グローバル貿易株式会社の輸出貨物を取扱う海貨業者は湊港湾サービス株式会社 (Minato Port Service, Ltd.) であり、同社の担当者は中野良夫氏である。
3. 船会社への船腹予約は、既にグローバル貿易株式会社が済ませてある (Assignment 4 を参照)。
4. 輸出貨物は、FCL (Full Container Load) であるため、Shipper's Pack によりコンテナ詰めされた後に、船会社の Container Yard (CY) に搬入することになっている。
5. 今回の貨物は、グローバル貿易株式会社は鉄鋼メーカーの最強鉄鋼株式会社 (Saikyo Steel Mfg. Co., Ltd.) から仕入れ輸出する。
6. コンテナ詰めされる貨物は、令和YY年6月21日に、コンテナ詰めをする湊港湾サービス株式会社の3番倉庫 (MPS Warehouse No. 3) へ最強鉄鋼株式会社が直接搬入する。
7. グローバル貿易 (株) がシッピング・インストラクションに添付して、湊港湾サービス株式会社に手渡す書類は以下の通りである (通数に関しては、通常、海貨業者から指示がある)。
 - ① インボイス 6通 (Original)
 - ② パッキング・リスト 6通 (Original)
8. グローバル貿易株式会社が湊港湾サービス株式会社に、取得を依頼している書類は以下の通りである。
 - ① 船荷証券 (オリジナル) 信用状で要求されている通りの通数
 - ② 船荷証券 (コピー) 3通
 - ③ 重量容積証明書 3通

【Shipping Instructions】

SHIPPING INSTRUCTIONS							
Shipper Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date S/I No. Shipping Company					
To		Booking No.		Date			
Consignee		Ocean Vessel or		Voy. No. Sailing on or about			
Notify Party		Port of Loading		Via			
		Port of Discharge		Thence to			
		Freight		CAF			
		<input type="checkbox"/> Prepaid		BAF			
		<input type="checkbox"/> Prepaid as Arranged		THC			
		<input type="checkbox"/> Collect		CFS Charge			
		Handling Information & Remarks					
Marks & Nos.		Description of Goods		M3 Gross Weight			
Above Cargo Delivered			L/C Information				
By		L/C No.					
On		Latest Shipping Date					
To		Expiry Date					
Vanning Place (in case of FCL)		Loose / Container	CY-CY	CY-CFS	CFS-CY	CFS-CFS	
		<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documents Attached Hereto		Orig	Copy	Documents Required		Orig.	Copy
Invoice No.				Bill of Lading / Sea Waybill / Air Waybill			
Packing List				List of Measurement and/or Weight			
Export License No.				Certificate of Inspection			
Others				Others			

【Shipping Instructions 記入要領】

SHIPPING INSTRUCTIONS							
Shipper Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date 依頼日 S/I No. SHIPPING・インストラクション番号 Shipping Company 船会社名 Booking No. 船腹予約番号 Date 船腹予約日					
To 海貨業者名 担当者名		Ocean Vessel or Voy. No. 本船名&航海番号 Sailing on or about 出航予定日 Port of Loading 仕出地 (船積港) Via 経由地 (積替え港)					
Consignee 荷受人 (信用状取引のときは信用状条件通り) ※ B/Lにそのまま転記されるので間違っはいけない。		Port of Discharge 仕向地 (荷卸港) Thence to 最終仕向地 Freight 海上運賃 CAF 通貨変動割増金 <input type="checkbox"/> Prepaid BAF 燃料費割増金 <input type="checkbox"/> Prepaid as Arranged THC FCL取扱手数料 <input type="checkbox"/> Collect CFS Charge LCL取扱手数料					
Notify Party 貨物到着案内先 ※ B/Lにそのまま転記されるので間違っはいけない。		Handling Information & Remarks 特記事項					
Marks & Nos.		Description of Goods			M3	Gross Weight	
荷印		貨物明細			容積	総重量 (正味重量は不要)	
Above Cargo Delivered				L/C Information			
By 貨物配送者		L/C No. 信用状番号					
On 貨物配送日		Latest Shipping Date 信用状上の船積期限					
To 貨物配送地		Expiry Date 信用状の有効期限 (呈示期限)					
Vanning Place (in case of FCL) コンテナ詰め作業地		Loose / Container <input type="checkbox"/> <input type="checkbox"/>	CY-CY <input type="checkbox"/>	CY-CFS <input type="checkbox"/>	CFS-CY <input type="checkbox"/>	CFS-CFS <input type="checkbox"/>	
Documents Attached Hereto		Orig	Copy	Documents Required		Orig.	Copy
Invoice No. インボイス番号		通数	通数	Bill of Lading / Sea Waybill / Air Waybill		通数	通数
Packing List				List of Measurement and/or Weight			
Export License No. 輸出許可証番号				Certificate of Inspection			
Others				Others			

【Shipping Instructions 解答例】

SHIPPING INSTRUCTIONS							
Shipper Global Trading Co., Ltd. 2-3 Otemach 1-chome, Chiyoda-ku, Tokyo 100-0002 Japan Phone: 81 (3) 3258-5877 Fax: 81 (3) 3258-5875 URL: http://globaltrade.co.jp		Date JUNE 20, 20XX S/I No. HTC-5563/04					
To MINATO PORT SERVICE, LTD. ATTN: MR. YOSHIO NAKANO		Shipping Company PAN WORLD SHIPPING CO., LTD.					
		Booking No. 00816340		Date JUN 16, 20XX			
Consignee TO ORDER OF SHIPPER		Ocean Vessel or Voy. No. NEPTUNE V. 154W		Sailing on or about JUN 29, 20XX			
		Port of Loading TOKYO, JAPAN		Via			
Notify Party SOUTHWEST STEEL INC. 1234 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.		Port of Discharge LONG BEACH, U. S. A.		Thence to			
		Freight US\$5,150.00		CAF US\$1,545.00			
		<input checked="" type="checkbox"/> Prepaid		BAF US\$680.00		THC US\$270.00	
		<input type="checkbox"/> Prepaid as Arranged		CFS Charge		<input type="checkbox"/> Collect	
Handling Information & Remarks							
Marks & Nos.		Description of Goods		M3			
IRON PRODUCTS AS PER SALES NOTE NO. SWS-112/04 DATED MAY 8, 20XX		38.675 M3		26,355 KGS			
SWT IN DIA LONG BEACH S. N. NO. SWT-112/04 BUNDLE NO. 1/UP MADE IN JAPAN							
Above Cargo Delivered			L/C Information				
By SAIKYO STEEL MFG. CO., LTD.			L/C No. 231-112449J				
On JUNE 21, 20XX			Latest Shipping Date JUNE 30, 20XX				
To THE VANNING PLACE			Expiry Date JULY 14, 20XX				
Vanning Place (in case of FCL) MPS WAREHOUSE NO. 3			Loose / Container <input type="checkbox"/> <input checked="" type="checkbox"/>				
			CY-CY <input checked="" type="checkbox"/>				
			CY-CFS <input type="checkbox"/>				
			CFS-CY <input type="checkbox"/>				
			CFS-CFS <input type="checkbox"/>				
Documents Attached Hereto		Orig	Copy	Documents Required			
Invoice No. SWT-112/04		6		Bill of Lading / Sea Waybill / Air Waybill			
Packing List		6		List of Measurement and/or Weight			
Export License No.				Certificate of Inspection			
Others				Others			


Assignment 7: 船荷証券(B/L)の作成

これまでに作成および参照してきた書類や資料および下記事項を基にして、下記の条件に従い船会社のスタッフとして、グローバル貿易株式会社の輸出する貨物に対して発行する船荷証券を作成しなさい。

記


1. 船会社パワールド・ SHIPPING (Pan World Shipping Co., Ltd.) が発行する船荷証券の番号は PWJ2744901 である。
2. 前述のように (Assignment 6 参照)、輸出貨物は FCL (Full Container Load) であるため、Shipper's Pack によりコンテナ詰めされて、シールをされた後に、Container Yard (CY) に搬入されて来た。このコンテナの番号は PW7009622 であり、シール番号は JPW462577 とする。
3. Shipper's Pack の場合、船会社は中身の確認ができないので、後日貨物に事故が発見されてもその責任を問われないように、船荷証券上に「不知文言」を表示しなければならない。
4. 船荷証券には、運賃前払い (Freight Prepaid) か後払い (Freight Collect) の表示をしなければならない。輸出者・輸入者の今回の貿易条件に従い、輸出者からは船積前に運賃を徴収していることを考慮して、適当な表示を入れること。
5. 海上運賃欄も「船腹予約情報 (Assignment 4)」を参考に記入する。外貨建て運賃を日本円に換算するレートは US\$1.00 = JPY130.00 とする。
6. 貨物が船舶に積込まれた日は 6 月 28 日であり、船荷証券の発行日はその翌日である。

【船荷証券】




Shipper Consignee Notify Party Pre-carriage by _____ Place of Receipt _____ Ocean Vessel _____ Voy. No. _____ Port of Loading _____ Port of Discharge _____ Port of Delivery _____ Final Destination (for the merchant's reference only) _____	Booking No. _____ B/L No. _____  PAN WORLD SHIPPING CO., LTD. BILL OF LADING RECEIVED by the Carrier from the Shipper in apparent good order and condition unless otherwise indicated herein, the Goods, or the container(s) or package(s) said to contain the cargo herein mentioned, to be carried subject to all the terms and conditions provided for on the face and back of this Bill of Lading by the vessel named herein or any substitute at the Carrier's opinion and/or other means of transport, from the place of receipt or the port of loading to the port of discharge or the place of delivery shown herein and there to be delivered unto order or assigns. If required by the Carrier, this Bill of Lading duly endorsed must be surrendered in exchange for the Goods or delivery order. In accepting this Bill of Lading, the Merchant agrees to be bound by all the stipulations, exceptions, terms and conditions on the face and back hereof, whether written, typed, stamped or printed, as fully as if signed by the Merchant, any local custom or privilege to the contrary notwithstanding, and agrees that all agreements or freight engagements for and in connection with the carriage of the Goods are superseded by this Bill of Lading. In witness whereof, the undersigned, on behalf of Nippon Yusen Kaisha, the Master and the owner of the Vessel, has signed the number of Bill(s) of Lading stated under, all of this tenor and date, one of which being accomplished, the others to stand void. (Terms of Bill of Lading continued on the back hereof)
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Particulars furnished by Shipper								
Container No.	Seal No. Marks & Nos.	No. of Containers or Packages	Kind of Containers or Packages	Description of Goods	Gross Weight (kgs./lbs.)	Measurement (M ³ /cft.)		
					KGS	M3		
Total number of Containers or Packages (in words):							ORIGINAL	
Freight & Charges		Revenue Tons	Rate	Per	Prepaid	Collect		
TOTAL								
Exchange Rate	Prepaid at	Payable at		Place and Date of Issue				
@	Total Prepaid in Local Currency	Number of Original B(s)/L		PAN WORLD SHIPPING CO., LTD.				
Laden on Board the Vessel								
Date	Signature							

【船荷証券 記入要領】

Shipper 荷送人		Booking No. 船腹予約番号		B/L No. 船荷証券番号			
Consignee 荷受人		 <p>PAN WORLD SHIPPING CO., LTD.</p> <p>BILL OF LADING</p> <p>RECEIVED by the Carrier from the Shipper in apparent good order and condition unless otherwise indicated herein, the Goods, or the container(s) or package(s) said to contain the cargo herein mentioned, to be carried subject to all the terms and conditions provided for on the face and back of this Bill of Lading by the vessel named herein or any substitute at the Carrier's opinion and/or other means of transport, from the place of receipt or the port of loading to the port of discharge or the place of delivery shown herein and there to be delivered unto order or assigns. If required by the Carrier, this Bill of Lading duly endorsed must be surrendered in exchange for the Goods or delivery order. In accepting this Bill of Lading, the Merchant agrees to be bound by all the stipulations, exceptions, terms and conditions on the face and back hereof, whether written, typed, stamped or printed, as fully as if signed by the Merchant, any local custom or privilege to the contrary notwithstanding, and agrees that all agreements or freight engagements for and in connection with the carriage of the Goods are superseded by this Bill of Lading. In witness whereof, the undersigned, on behalf of Nippon Yusen Kaisha, the Master and the owner of the Vessel, has signed the number of Bill(s) of Lading stated under, all of this tenor and date, one of which being accomplished, the others to stand void.</p> <p>(Terms of Bill of Lading continued on the back hereof)</p>					
Notify Party 貨物到着案内先							
Pre-carriage by 接続船舶 (もしあれば)		Place of Receipt 貨物受領場所(搬入地)					
Ocean Vessel 本船名		Voy. No. 航海番号		Port of Loading 船積港			
Port of Discharge 荷卸港		Port of Delivery 貨物引渡場所		Final Destination (for the merchant's reference only) 最終仕向地(奥地まで運送する場合)			
Particulars furnished by Shipper	Container No. コンテナ番号	Seal No. / Marks & Nos. シール番号	No. of Containers or Packages 梱包個数	Kind of Containers 不知文言(FCLの場合)	Description of Goods 貨物明細 (原則として信用状どおり)	Gross Weight (kgs./lbs.) 総重量 KGS	Measurement (M ³ /cft.) 容積 M3
	荷印		運賃前払い/後払い				
Total number of Containers or Packages (in words):		コンテナ本数(FCL)または梱包数(LCL) [語句で表示]				ORIGINAL	
Freight & Charges 基本運賃 割増運賃等		Revenue Tons 貨物の重量 (重量容積建て)	Rate 賃率	Per	Prepaid (前払いの場合)	Collect (後払いの場合)	
TOTAL							
Exchange Rate	Prepaid at 前払い地	Payable at 後払い地		Place and Date of Issue 船荷証券の発行地・発行日			
@ 為替相場	Total Prepaid in Local Currency 前払金額(輸出国通貨)	Number of Original B(s)/L 発行B/L通数(語句+数字)		PAN WORLD SHIPPING CO., LTD.			
Date 船積日	Laden on Board the Vessel		Signat--- 船積代理店署名		船会社署名		

【船荷証券 解答例】

Shipper GLOBALTRADING CO., LTD. 2-3 OTEMACHI 1-CHOME CHIYODA-KU, TOKYO 100-0002 JAPAN		Booking No. 00816340	B/L No. PWJ2744901				
Consignee TO ORDER OF SHIPPER		 PAN WORLD SHIPPING CO., LTD.					
Notify Party SOUTHWEST STEEL, INC. 134 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.		BILL OF LADING RECEIVED by the Carrier from the Shipper in apparent good order and condition unless otherwise indicated herein, the Goods, or the container(s) or package(s) said to contain the cargo herein mentioned, to be carried subject to all the terms and conditions provided for on the face and back of this Bill of Lading by the vessel named herein or any substitute at the Carrier's opinion and/or other means of transport, from the place of receipt or the port of loading to the port of discharge or the place of delivery shown herein and there to be delivered unto order or assigns. If required by the Carrier, this Bill of Lading duly endorsed must be surrendered in exchange for the Goods or delivery order. In accepting this Bill of Lading, the Merchant agrees to be bound by all the stipulations, exceptions, terms and conditions on the face and back hereof, whether written, typed, stamped or printed, as fully as if signed by the Merchant, any local custom or privilege to the contrary notwithstanding, and agrees that all agreements or freight engagements for and in connection with the carriage of the Goods are superseded by this Bill of Lading. In witness whereof, the undersigned, on behalf of Nippon Yusen Kaisha, the Master and the owner of the Vessel, has signed the number of Bill(s) of Lading stated under, all of this tenor and date, one of which being accomplished, the others to stand void.					
Pre-carriage by TOKYO CY		(Terms of Bill of Lading continued on the back hereof)					
Ocean Vessel M/V NEPTUNE	Voy. No. V. 154W	Port of Loading TOKYO, JAPAN					
Port of Discharge LONG BEACH, U. S. A.		Port of Delivery LONG BEACH CY	Final Destination (for the merchant's reference only)				
Container No. PW7009622	Seal No. Marks & Nos. JPW462577	No. of Containers or Packages 59 BUNDLES	Kind of Containers or Packages SHIPPER'S LOAD AND COUNT SAID TO CONTAIN IRON PRODUCTS AS PER S/N NO. SWS-112/04	Description of Goods	Gross Weight (kgs./lbs.) 26, 355 KGS	Measurement (M ³ /cft.) 38. 675 M3	
SWS IN DIA LONG BEACH S. N. NO. SWS-112/04 BUNDLE NO. 1/UP MADE IN JAPAN		FREIGHT PREPAID					
Total number of Containers or Packages (in words):		ONE CONTAINER			ORIGINAL		
Freight & Charges OCEAN FREIGHT CAF BAF THC		Revenue Tons 40 CTNR	Rate USD5, 150 5, 150 X 30% USD680 USD270	Per 40' 40' 40'	Prepaid USD5, 150 USD1, 545 USD680 USD270	Collect	
		TOTAL				USD7, 645	
Exchange Rate @ JPY130. 00	Prepaid at TOKYO, JAPAN	Payable at TOKYO, JAPAN		Place and Date of Issue TOKYO, JAPAN JUN 29, 20XX			
Total Prepaid in Local Currency JPY993, 850		Number of Original B(s)/L THREE (3)		PAN WORLD SHIPPING CO., LTD.			
Laden on Board the Vessel							
Date JUN 28, 20XX	Signature 		Signature 				

Particulars furnished by Shipper

貿易實務書類作成

輸出編

Part II

Assignment 8: 船積通知 (Shipping Advice) の送付

船積を終了したグローバル貿易株式会社 (株) は、サウスウェスト・スチール (株) が貨物の受入準備ができるように、下記の船積通知 (Shipping Advice) を送った (内容を確認のこと)。

送信(S)	差出人(M)	xxxxxxxxxxx@globaltrade.co.jp
	宛先 …	georgemorán@southweststeel.com
	CC (C)…	
	件名(U)	SHIPPING ADVICE

DEAR MR. MORAN:

WE ARE PLEASED TO ADVISE YOU THAT THE FOLLOWING SHIPMENT HAS BEEN COMPLETED, AND WE TRUST THE CARGO WILL REACH YOU IN GOOD ORDER:

SALES NOTE NO. : SWS-112/04 **DATED** MAY 8, 20XX
L/C NO. : 231-112449J **DATED** MAY 21, 20XX
COMMODITY : IRON PRODUCTS
QUANTITY : AS PER S.N. NO. SWS-112/04 (or AS DETAILED IN THE INVOICE)
NAME OF VESSEL : M/V NEPTUNE V. 154W
SAILING ON : JUNE 29, 20XX
DESTINATION : LONG BEACH, U.S.A. **ETA** JUNE 14, 20XX

FOR DETAILS OF THE ABOVE SHIPMENT, PLEASE REFER TO THE ATTACHED PDF FILES OF THE FOLLOWING SHIPPING DOCUMENTS:

INVOICE
PACKING LIST
BILL OF LADING

ACCORDING TO THE L/C CONDITIONS, WE WILL DRAW A DRAFT AT SIGHT / _____ DAYS AFTER SIGHT ON YOU / YOUR BANK, AND ASK YOU TO HONOR IT UPON PRESENTATION.

BEST REGARDS,

Assignment 9: 貨物海上保険の申込み(確定保険への切り替え)

今回の取引の貿易条件は CIP Long Beach であるため、輸出者側に保険付保の義務がある。

これまでに作成および参照してきた書類や資料および下記事項を基にして、七洋火災海上保険株式会社 (The Seven Seas Marine and Fire Insurance Co., Ltd.) に送る貨物海上保険の申込書を作成しなさい。

グローバル貿易株式会社は、七洋火災海上保険株式会社と包括予定保険契約を結んでおり、ここでは確定保険の申込みとなる。

記

1. 確定保険の申込書作成日 (= 申込日) は令和 YY 年 6 月 30 日とする。
2. グローバル貿易株式会社が七洋火災海上保険株式会社と結んでいる包括予定保険の番号は 960244583 である。
3. 保険金の支払地は Los Angeles, U.S.A. である。
4. 保険申込の内容 (保険の基本条件、付保割合) は、信用状条件どおりとする。
5. 保険会社には、保険証券オリジナルを信用状で要求されている通数通り、またそのコピーを 2 通要求する。
6. 申込書の署名は、グローバル貿易株式会社の輸出課長 (Export Manager) の山田太郎がするものとする。

【貨物海上保険申込書】

APPLICATION FOR MARINE CARGO INSURANCE (貨物海上保険申込書)
to
THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

※ 太線の枠内のみご記入下さい。		申込日:	
Assured (被保険者名)		Provisional No. (予定保険証券番号)	
(証券番号) No.		Open Policy No. (特約書番号)	
Claim, if any, payable at/in (保険金支払地)		Invoice No. (インボイス番号)	
Conditions: (保険条件) <input type="checkbox"/> All Risks <input type="checkbox"/> W.A. <input type="checkbox"/> F.P.A. <input type="checkbox"/> War Risks <input type="checkbox"/> ICC (A) <input type="checkbox"/> ICC (B) <input type="checkbox"/> ICC (C) <input type="checkbox"/> SRCC Risks <input type="checkbox"/>		Invoice Amount (インボイス金額) <input type="checkbox"/> FOB/FCA <input type="checkbox"/> CFR/CPT <input type="checkbox"/> CIF/CIP CIF 金額	
Local Vessel/Conveyance (奥地輸送用具名)		From (interior port of Loading) (奥地仕出港(地))	
Ocean Vessel (積載船(機)名)		From (積込港)	Sailing on or about (本船出港年月日)
Arrived/Transhipped at (荷卸港(地)・積替港(地))		Thence to (最終仕向港(地))	
Marks & Numbers (記号と番号)	No. & Kind of Packages (梱包と荷姿)	Description of Goods (貨物の明細)	Quantity (数量)
In case of the interest hereby insured being packed into container(s), shipped under deck and/or on deck.			
Documents Required		(保険金額付割合)	Amount Insured (保険金額)
<input type="checkbox"/> Policy	Original ()通	Cargo: % of CIF (CIP) Value ()	
<input type="checkbox"/> Certificate	Copy ()通	Duty : % of CIF (CIP) Value ()	
保険会社使用欄		Applicant	
		Authorized Signature(s)	

【貨物海上保険申込書 記入要領】

APPLICATION FOR MARINE CARGO INSURANCE (貨物海上保険申込書)
to
THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

※ 太線の枠内のみご記入下さい。		申込日:	
Assured (被保険者名) 保険金の受取人 (= 申込人)		Provisional No. (予定保険証券番号) 個別予定保険番号	
(証券番号) No. 記載不要		Open Policy No. (特約書番号) 包括予定保険番号	
Claim, if any, payable at/in (保険金支払地) 通常は仕向地 or 保険代理人所在地		Invoice No. (インボイス番号)	
Conditions: (保険条件) <input type="checkbox"/> All Risks <input type="checkbox"/> W.A. <input type="checkbox"/> F.P.A. <input type="checkbox"/> War Risks <input type="checkbox"/> ICC (A) <input type="checkbox"/> ICC (B) <input type="checkbox"/> ICC (C) <input type="checkbox"/> SRCC Risks <input type="checkbox"/> もし付加危険があれば 上記該当のboxにチェックを入れる その他、特記事項があれば下記に記載		Invoice Amount (インボイス金額) <input type="checkbox"/> FOB/FCA <input type="checkbox"/> CFR/CPT US\$ <input type="checkbox"/> CIF/CIP CIF 金額 (上記がCIF/CIP以外の時)	
Local Vessel/Conveyance (奥地輸送用具名)		From (interior port of Loading) (奥地仕出港(地))	
Ocean Vessel (積載船(機)名)		From (積込港)	Sailing on or about (本船出港年月日)
Arrived/Transhipped at (荷卸港(地)・積替港(地))		Thence to (最終仕向港(地))	
Marks & Numbers (記号と番号)	No. & Kind of Packages (梱包と荷姿)	Description of Goods (貨物の明細)	Quantity (数量)
荷印	梱包数	信用状の記述を転記	単位が複数ある時は「インボイスどおり」でも可
In case of the interest hereby insured being packed into container(s), shipped under deck and/or on deck.			
Documents Required 発行希望通数		(保険金額付保割合) Amount Insured (保険金額)	
<input type="checkbox"/> Policy Original ()通	Cargo: _____ % of CIF (CIP) Value ()		
<input type="checkbox"/> Certificate Copy ()通	Duty : _____ % of CIF (CIP) Value ()		
保険会社使用欄 _____ _____		Applicant 申込者名 署名 _____ Authorized Signiture(s)	

【貨物海上保険申込書 解答例】

APPLICATION FOR MARINE CARGO INSURANCE (貨物海上保険申込書)
to
THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

※ 太線の枠内のみご記入下さい。		申込 JUNE 30, 20XX	
Assured (被保険者名) GLOBAL TRADING CO., LTD.		Provisional No. (予定保険証券番号)	
(証券番号) No.		Open Policy No. (特約書番号) 960244583	
Claim, if any, payable at/in (保険金支払地) LOS ANGELES, U. S. A.		Invoice No. (インボイス番号) SWS-112/04	
Conditions: (保険条件) <input type="checkbox"/> All Risks <input type="checkbox"/> W.A. <input type="checkbox"/> F.P.A. <input checked="" type="checkbox"/> War Risks <input type="checkbox"/> ICC (A) <input type="checkbox"/> ICC (B) <input type="checkbox"/> ICC (C) <input type="checkbox"/> SRCC Risks <input type="checkbox"/>		Invoice Amount (インボイス金額) <input type="checkbox"/> FOB/FCA <input type="checkbox"/> CFR/CPT US\$290,200.00 <input type="checkbox"/> CIF/CIP CIF 金額	
Local Vessel/Conveyance (奥地輸送用具名)		From (interior port of Loading) (奥地仕出港(地))	
Ocean Vessel (積載船(機)名) NEPTUNE V. 154W		From (積込港) TOKYO, JAPAN	Sailing on or about (本船出港年月日) JUNE 29, 20XX
Arrived/Transhipped at (荷卸港(地)・積替港(地)) LONG BEACH, U. S. A.		Thence to (最終仕向港(地))	
Marks & Numbers (記号と番号)	No. & Kind of Packages (梱包と荷姿)	Description of Goods (貨物の明細)	Quantity (数量)
	24 ROLLS AND 35 BUNDLES	IRON PRODUCTS	AS PER S/N NO.
SWS IN DIA			SWS-112/04
LONG BEACH			
S.N. NO. SWS-112/04			
BUNDLE NO. 1/UP			
MADE IN JAPAN			
In case of the interest hereby insured being packed into container(s), shipped under deck and/or on deck.			
Documents Required		(保険金額付保割合)	Amount Insured (保険金額)
<input type="checkbox"/> Policy	Original (2)通	Cargo: 110 % of CIF (CIP) Value (US\$319,220.00)
<input type="checkbox"/> Certificate	Copy (2)通	Duty :	% of CIF (CIP) Value ()

保険会社使用欄

Applicant

GLOBAL TRADING, CO., LTD.

Taro Yamada

Authorized Signature(s)

Assignment 10: 貨物海上保険証券の発行

七洋火災海上保険株式会社の元にグローバル貿易株式会社から貨物海上保険の申込書が送られてきた。

七洋火災海上保険株式会社のスタッフとして、Assignment 9 で作成した貨物海上保険の申込書および下記事項を参照しながら、グローバル貿易株式会社に発行すべき保険証券を作成しなさい。

記

1. 七洋火災海上保険株式会社が発行する保険証券の番号は 13-583097 である。
2. 今回の貨物の仕向地における七洋火災海上保険株式会社の損害〔査定〕代理店（Claim〔Settling〕 Agent）は、以下の通りである。

J. K. Gill Insurance, Inc.

13350 Parkway

Los Angeles, CA 97215

U. S. A.

Phone: 01 (527) 630-3874 Fax: 01 (527) 630-8592

3. 保険証券は、申込書で要求された通りの通数を発行する。
4. 保険証券は、当該保険の申込日と同じ日に作成・発行するものとする。

【貨物海上保険証券】

THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

HEAD OFFICE: 6-7 Shiba 4-chome, Minato-ku, Tokyo 108-0018 Japan Tel: 81 (3) 3453-7731

ESTABLISHED 1897

ORIGINAL

Assured(s), etc.

Invoice No.

(Code:)

Amount insured

Policy No.

Conditions

Claim, if any, payable at/in
Immediate claim notice must be given

To

and Claims will be paid by the said Agent.

Local Vessel or Conveyance | from (interior port or place of loading)

Ship or Vessel called the | at and from | Sailing on or about

arrived at/transhipped at | thence to

Goods and Merchandise

Subject to the following Clauses as per back hereof:
Institute Cargo Clauses
Institute War Clauses (Cargo)
Institute Strikes, Riots and Civil Commotions Clauses
Institute Dangerous Drugs Clauses
Institute Replacement Clauses
Institute Radioactive Contamination, Chemical, Biological
Bio-Chemical and Electromagnetic Weapons Exclusion Clauses

In case of the interest hereby insured being packed into container(s), shipped under deck &/or on deck.

Marks and Numbers as per Invoice No. specified above | Valued at the same as Amount insured

Singed in | Dated | No. of Policies issued

Be it known, that

1. Warranted free of capture, seizure, arrest, restraint, or detention, and the consequences thereof of any attempt thereat; also from the consequences of hostilities or warlike operations, whether there be a declaration of war or not; but this warranty shall not exclude collision, contact with any fixed or floating object (other than a mine or torpedo), stranding, heavy weather or fire unless caused directly (and independently of the nature of the voyage or service which the vessel concerned or, in the case of a collision, any other vessel involved therein, is performing) by a hostile act by or against a belligerent power; and for the purpose of this warranty power includes any authority maintaining naval, military or air forces in association with a power.

Further warranted free from the consequences of civil war, revolution, rebellion, insurrection, or civil strife arising therefrom or piracy.

2. Warranted free of loss or damage

(a) caused by strikers, locked-out workmen, or persons taking part in labour disturbances, riots or civil commotions;
(b) resulting from strikes, lockouts, labour disturbances, riots or civil commotions.

Grounding or stranding in the Suez, Panama or other canals, harbours or tidal rivers not to be deemed a stranding under the terms of the policy, but to pay any damage or loss which may be proved to have directly resulted therefrom.

This insurance does not cover any loss or damage to the property which at the time of the happening of such loss or damage is insured by or would but for the existence of this Policy be insured by any fire or other insurance policy or policies except in respect of any excess beyond the amount which would have been payable under the fire or other insurance policy or policies had this insurance not been effected.

In the event of loss or damage which may involve a claim under this insurance, no claim shall be paid unless immediate notice of such loss or damage has been given to and a Survey Report obtained from this Company's Office or Agents specified in this Policy.

Assured, as specified above as well in his or their own Name, as for and in the Name and Names of all and every other Person or Persons to whom the same doth, may or shall appertain, in part or all, doth make Insurances, and hereby cause himself or themselves and them and every of them, to be Insured, lost or not lost, at and from as specified above upon Goods and Merchandises, or Treasure, in the good

Ship or Vessel called the as specified above or whosoever else shall go for Master in the said Vessel, or by whatsoever other Name or Names the said Vessel, whosoever is Master, for this present Voyage

or the Master thereof, is or shall be named or called: BEGINNING the Adventure upon the said Goods and Merchandises from the loading thereof on board the said Ship, and so to continue and endure, until the said Goods and Merchandises shall have arrived at as specified above

and until the same be there discharged and safely landed. And it shall be lawful for the said Vessel, in this Voyage, to proceed and sail to, and touch and stay at any Ports or Places whatsoever. (within the limits of the above Voyage) for necessary Provisions, Assistance or Repairs, without prejudice to the Insurances: the said Goods and Merchandises laden thereon for so much as concerns the Assured by agreement between the Assured and the Assurer, are and shall be valued at the same as amount insured.

Touching the Adventures and Perils which the Assurers are contented to bear and to take upon them in this Voyage, they are of the Seas, Men-of-War, Fire, Enemies, Pirates, Rovers, Thieves, Jettisons, Letters of Mart and Counter-Mart, Surprisals, Taking at Sea, Arrests, Restraints and Detainments of all Kings, Princes, and People, of which Nation Condition, or Quality soever, Barratry of the Master and Mariners, and of all other Perils, Losses, and Misfortunes that have or shall come to the Hurt, Detriment, or Damage of the said Goods and Merchandises, or any part thereof; and in case of any Loss or Misfortune, it shall be lawful for the Assured, his or their Factors, Servants, or Assigns, to sue, labour, and travel for in and about the Defence, safeguard and Recovery of the said Goods and Merchandises, or any part thereof, without prejudice to this Insurance: to the Charges wherof the said Company will contribute. It is expressly declared and agreed that no acts of the Insurer of Insured in recovering, saving, or preserving the property insured, shall be considered as a waiver or acceptance of abandonment. And it is agreed that this Writing or Policy of Insurance shall be of as much Force and Virtue as the surest Writing or Policy of Insurance made in London. And so the said Assurers are contented, and do hereby promise and bind themselves to the Assured, his or their Executors, Administrators, or Assigns, for the true Performance of the PREMISES: confessing themselves paid the Consideration due unto them for this Insurance, at and after the rate of as arranged per cent.

: Corn, Fish, Salt, Fruit, Flour and Seed are warranted free from Average, unless General, or the Ship be stranded, sunk or burnt; Sugar, Tobacco, Hemp, Flax, Hides, and Skins are warranted free from Average under Five per cent; and all other Goods are warranted free from Average under Three per cent: be stranded, sunk or burnt.

This insurance is understood and agreed to be subject to English law and usage as to liability for and settlement of any and all claims.

IN WITNESS WHEREOF, I, the Undersigned of THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD. on behalf of the said Company have subscribed my Name in as specified above to specified above Policies of the same tenor and date, one of which being accomplished, the others to be void, as of the date as specified above.

For THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

AUTHORIZED SIGNATORY

【貨物海上保険証券 記入要領】

THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

HEAD OFFICE: 6-7 Shiba 4-chome, Minato-ku, Tokyo 108-0018 Japan Tel: 81 (3) 3453-7731

ESTABLISHED 1897

Assured(s), etc.

ORIGINAL

被保険者名 (保険金の受取人 = 申込人)

Invoice No. インボイス番号

(Code:)

Policy No. 保険証券番号

Amount insured 保険金額

Claim, if any, payable at/in 保険金支払地
Immediate claim notice must be given

Conditions

保険条件

To 損害 (査定) 代理店名

(戦争危険・ストライキ危険は記載不要)

and Claims will be paid by the said Agent.

Local Vessel or Conveyance from (interior port or place of loading)

Ship or Vessel called the at and from Sailing on or about

本船名 + 航海番号 船積港 本船出航 (予定) 年月日

arrived at/transhipped at thence to

荷卸港 (奥地まで運ぶ場合は「積替港」) => 最終仕向地

Goods and Merchandise

貨物の明細
(基本的に信用状に記載通り)

Subject to the following Clauses as per back hereof:
Institute Cargo Clauses
Institute War Clauses (Cargo)
Institute Strikes, Riots and Civil Commotions Clauses
Institute Dangerous Drugs Clauses
Institute Replacement Clauses
Institute Radioactive Contamination, Chemical, Biological
Bio-Chemical and Electromagnetic Weapons Exclusion Clauses

In case of the interest hereby insured being packed into container(s), shipped under deck &/or on deck.

Marks and Numbers as per Invoice No. specified above Valued at the same as Amount insured
Singed in Dated No. of Policies issued

証券発行地
(契約地)

発行日

発行通数 (in words)

Be it known, that

1. Warranted free of capture, seizure, arrest, restraint, or detention, and the consequences thereof or of any attempt thereat; also from the consequences of hostilities or warlike operations, whether there be a declaration of war or not; but this warranty shall not exclude collision, contact with any fixed or floating object (other than a mine or torpedo), stranding, heavy weather or fire unless caused directly (and independently of the nature of the voyage or service which the vessel concerned, or in the case of a collision, any other vessel involved therein, is performing) by a hostile act by or against a belligerent power, and for the purpose of this warranty power includes any authority maintaining naval, military or air forces in association with a power.

Further warranted free from the consequences of civil war, revolution, rebellion, insurrection, or civil strife arising therefrom or piracy.

2. Warranted free of loss or damage

(a) caused by strikers, locked-out workmen, or persons taking part in labour disturbances, riots or civil commotions;
(b) resulting from strikes, lockouts, labour disturbances, riots or civil commotions.

Grounding or stranding in the Suez, Panama or other canals, harbours or tidal rivers not to be deemed a stranding under the terms of the policy, but to pay any damage or loss which may be proved to have directly resulted therefrom.

This insurance does not cover any loss or damage to the property which at the time of the happening of such loss or damage is insured by or would but for the existence of this Policy be insured by any fire or other insurance policy or policies except in respect of any excess beyond the amount which would have been payable under the fire or other insurance policy or policies had this insurance not been effected.

In the event of loss or damage which may involve a claim under this insurance, no claim shall be paid unless immediate notice of such loss or damage has been given to and a Survey Report obtained from this Company's Office or Agents specified in this Policy.

Assured, as specified above as well in his or their own Name, as far and in the Name and Names of all and every other Person or Persons to whom the same doth, may or shall appertain, in part or all, doth make Insurances, and hereby cause himself or themselves and them and every of them, to be Insured, lost or not lost, at and from as specified above upon Goods and Merchandises, or Treasure, in the good

Ship or Vessel called the as specified above or whatsoever else shall go for Master in the said Vessel, or by whatsoever other Name or Names the said Vessel, whereof is Master, for this present Voyage

or the Master thereof, is or shall be named or called: BEGINNING the Adventure upon the said Goods and Merchandises from the loading thereof on board the said Ship, and so to continue and endure, until the said Goods and Merchandises shall have arrived at as specified above and until the same be there discharged and safely landed. And it shall be lawful for the said Vessel, in this Voyage, to proceed and sail to, and touch and stay at any Ports or Places whatsoever, (within the limits of the above Voyage) for necessary Provisions. Assistance or Repairs, without prejudice to this Insurance: the said Goods and Merchandises laden thereon for so much as concerns the Assured by agreement between the Assured and the Assurer, are and shall be valued at the same as amount insured.

Touching the Adventures and Perils which the Assurers are contented to bear and to take upon them in this Voyage, they are of the Seas, Men-of-War, Fire, Enemies, Pirates, Rovers, Thieves, Jettisons, Letters of Mart and Counter-Mart, Surprisals, Taking at Sea, Arrests, Restraints and Detainments of all Kings, Princes, and People, of which Nation Condition, or Quality soever, Barratry of the Master and Mariners, and of all other Perils, Losses, and Misfortunes that have or shall come to the Hurt, Detriment, or Damage of the said Goods and Merchandises, or any part thereof; and in case of any Loss or Misfortune, it shall be lawful for the Assured, his or their Factors, Servants, or Assigns, to sue, labour, and travel for in and about the Defence, safeguard and Recovery of the said Goods and Merchandises, or any part thereof, without prejudice to this Insurance: to the Charges whereof the said Company will contribute. It is expressly declared and agreed that no acts of the Insurer of Insured in recovering, saving, or preserving the property insured, shall be considered as a waiver or acceptance of abandonment. And it is agreed that this Writing or Policy of Insurance shall be of as much Force and Virtue as the surest Writing or Policy of Insurance made in London. And so the said Assurers are contented, and do hereby promise and bind themselves to the Assured, his or their Executors, Administrators, or Assigns, for the true Performance of the PREMISES: confessing themselves paid the Consideration due unto them for this Insurance, at and after the rate of as arranged per cent.

Cor. Fish, Salt, Fruit, Flour and Seed are warranted free from Average, unless General, or the Ship be stranded, sunk or burnt: Sugar, Tobacco, Hemp, Flax, Hides, and Skins are warranted free from Average under Five per cent; and all other Goods are warranted free from Average under Three per Cent: be stranded, sunk or burnt.

This insurance is understood and agreed to be subject to English law and usage as to liability for and settlement of any and all claims.

3. In witness Whereof, I, the Undersigned of THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD. on behalf of the said Company have subscribed my Name

in as specified above to specified above Policies of the same tenor and date, one of which being accomplished, the others to be void, as of the date as specified above.

For THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

保険会社署名

AUTHORIZED SIGNATORY

【貨物海上保険証券 解答例】

THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

HEAD OFFICE: 6-7 Shiba 4-chome, Minato-ku, Tokyo 108-0018 Japan Tel: 81 (3) 3453-7731

(解答例)

Assured(s), etc.

ESTABLISHED 1897

ORIGINAL

GLOBAL TRADING CO., LTD.

Invoice No. SWS-112/04

(Code:)

Policy No. **13-583097**

Amount insured US\$319,220.00

Claim, if any, payable at/in **LOS ANGELES**
Immediate claim notice must be given

Conditions **ALL RISKS**

To **J. K. GILL INSURANCE, INC.**
13350 PARKWAY
LOS ANGELES, CA 97215
PHONE: 01 (527) 630-3874 FAX: 01 (527) 630-8592

and Claims will be paid by the said Agent.

Local Vessel or Conveyance _____ from (interior port or place of loading)

Ship or Vessel called the	at and from	Sailing on or about
NEPTUNE V. 154W	TOKYO	JUNE 29, 20XX
arrived at/transhipped at	thence to	
LONG BEACH, U. S. A.		

Goods and Merchandise

24 ROLLS AND 875 PCS. OF IRON PRODUCTS
(24 ROLLS AND 35 BUNDLES)

Subject to the following Clauses as per back hereof:
Institute Cargo Clauses
Institute War Clauses (Cargo)
Institute Strikes, Riots and Civil Commotions Clauses
Institute Dangerous Drugs Clauses
Institute Replacement Clauses
Institute Radioactive Contamination, Chemical, Biological
Bio-Chemical and Electromagnetic Weapons Exclusion Clauses

In case of the interest hereby insured being packed into container(s), shipped under deck &/or on deck.

Marks and Numbers as per Invoice No. specified above Valued at the same as Amount insured

Singed in **TOKYO** Dated **JUNE 30, 20XX** No. of Policies issued **TWO**

Be it known, that

1. Warranted free of capture, seizure, arrest, restraint, or detention, and the consequences thereof or of any attempt thereat; also from the consequences of hostilities or warlike operations, whether there be a declaration of war or not; but this warranty shall not exclude collision, contact with any fixed or floating object (other than a mine or torpedo), stranding, heavy weather or fire unless caused directly (and independently of the nature of the voyage or service which the vessel concerned or, in the case of a collision, any other vessel involved therein, is performing) by a hostile act by or against a belligerent power; and for the purpose of this warranty power includes any authority maintaining naval, military or air forces in association with a power.

Further warranted free from the consequences of civil war, revolution, rebellion, insurrection, or civil strife arising therefrom or piracy.

2. Warranted free of loss or damage

- (a) caused by strikers, locked-out workmen, or persons taking part in labour disturbances, riots or civil commotions;
- (b) resulting from strikes, lockouts, labour disturbances, riots or civil commotions.

Grounding or stranding in the Suez, Panama or other canals, harbours or tidal rivers not to be deemed a stranding under the terms of the policy, but to pay any damage or loss which may be proved to have directly resulted therefrom.

This insurance does not cover any loss or damage to the property which at the time of the happening of such loss or damage is insured by or would but for the existence of this Policy be insured by any fire or other insurance policy or policies except in respect of any excess beyond the amount which would have been payable under the fire or other insurance policy or policies had this insurance not been effected.

In the event of loss or damage which may involve a claim under this insurance, no claim shall be paid unless immediate notice of such loss or damage has been given to and a Survey Report obtained from this Company's Office or Agents specified in this Policy.

Assured, as specified above as well in his or their own Name, as for and in the Name and Names of all and every other Person or Persons to whom the same doth, may or shall pertain, in part or all, doth make Insurance, and hereby cause himself or themselves and them and every of them, to be Insured, lost or not lost, at and from as specified above upon Goods and Merchandises, or Treasure, in the good

Ship or Vessel called the as specified above or whoever else shall go for Master in the said Vessel, or by whatsoever other Name or Names the said Vessel, whereof is Master, for this present Voyage and until the same be there discharged and safely landed. And it shall be lawful for the said Vessel, in this Voyage, to proceed and sail to, and touch and stay at any Ports or Places whatsoever (within the limits of the above Voyage) for necessary Provisions, Assistance or Repairs, without prejudice to this Insurance: the said Goods and Merchandises laden thereon for so much as concerns the Assured by agreement between the Assured and the Assurer, are and shall be valued at the same as amount insured.

Touching the Adventures and Perils which the Assurers are contented to bear and to take upon them in this Voyage, they are of the Seas, Men-of-War, Fire, Enemies, Pirates, Rovers, Thieves, Jettisons, Letters of Mart and Counter-Mart, Surprisals, Taking at Sea, Arrests, Restraints and Detainments of all Kings, Princes, and People, of which Nation Condition, or Quality soever, Barratry of the Master and Mariners, and of all other Perils, Losses, and Misfortunes that have or shall come to the

Hurt, Detriment, or Damage of the said Goods and Merchandises, or any part thereof; and in case of any Loss or Misfortune, it shall be lawful for the Assured, his or their Factors, Servants, or Assigns, to sue, labour, and travel for in and about the Defence, safeguard and Recovery of the said Goods and Merchandises, or any part thereof, without prejudice to this Insurance: to the Charges whereof the said Company will contribute. It is expressly declared and agreed that no acts of the Insurer of Insured in recovering, saving, or preserving the property insured, shall be considered as a waiver or acceptance of abandonment. And it is agreed that this Writing or Policy of Insurance shall be of as much Force and Virtue as the surest Writing or Policy of Insurance made in London. And so the said Assurers are contented, and do hereby promise and bind themselves to the Assured, his or their Executors, Administrators, or Assigns, for the true Performance of the PREMISES: confessing themselves

paid the Consideration due unto them for this Insurance, at and after the rate of as arranged per cent.

: Corn, Fish, Salt, Fruit, Flour and Seed are warranted free from Average, unless General, or the Ship be stranded, sunk or burnt; Sugar, Tobacco, Hemp, Flax, Hides, and Skins are warranted free from Average under Five per cent; and all other Goods are warranted free from Average under Three per Cent; be stranded, sunk or burnt.

This insurance is understood and agreed to be subject to English law and usage as to liability for and settlement of any and all claims.

In witness Whereof, I, the Undersigned of THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD. on behalf of the said Company have subscribed my Name in as specified above to specified above Policies of the same tenor and date, one of which being accomplished, the others to be void, as of the date as specified above.

For THE SEVEN SEAS MARINE AND FIRE INSURANCE CO., LTD.

Signed

AUTHORIZED SIGNATORY

Assignment 11: 原産地証明書発行の申請

信用状で原産地証明書が要求されているため、グローバル貿易（株）はその書類を東京商工会議所に発行してもらわなければならない。原産地証明書は、発行依頼人が当該書式に必要な事項を打ち込んで商工会議所に持参し、そこに証明印を受けることによって行われる。

これまでに作成および参照してきた書類や資料を基にして、グローバル貿易（株）が東京商工会議所に持参する原産地証明書を作成しなさい。

記

1. 原産地証明書の作成日（＝発行申請日）は令和 YY 年 6 月 29 日とする。
2. 署名が必要な箇所には、東京商工会議所にサイン登録をしているグローバル貿易（株）輸出課長（Export Manager）の山田太郎がするものとする。

【原産地証明書】

1. Exporter (Name, address, country)	CERTIFICATE OF ORIGIN issued by The Tokyo Chamber of Commerce & Industry Tokyo, Japan
2. Consignee (Name, address, country)	*Print ORIGINAL or COPY
	3. No. and date of Invoice
	4. Country of Origin JAPAN
5. Transport details	6. Remarks
7. Marks, numbers, number and kind of packages; description of goods 8. Quantity	
9. Declaration by the Exporter The undersigned, as an authorized signatory, hereby declares that the above-mentioned goods were produced or manufactured in the country shown in box 4. Place and Date: Tokyo _____ (Signature) (Name)	10. Certification The undersigned hereby certifies, on the basis of relative invoice and other supporting documents, that the above-mentioned goods originate in the country shown in box 4 to the best of its knowledge and belief. The Tokyo Chamber of Commerce & Industry <small>(No., Date, Signature and Stamp of Certifying Authority)</small> Certificate No.

【原産地証明書 記入要領】

<p>1. Exporter (Name, address, country)</p> <p>輸出者名、住所（国名含む）</p>	<p style="text-align: center;">CERTIFICATE OF ORIGIN</p> <p style="text-align: center;">issued by The Tokyo Chamber of Commerce & Industry Tokyo, Japan</p>										
<p>2. Consignee (Name, address, country)</p> <p>荷受人 = 輸入者名、住所（国名含む）</p> <p>※ 原則、インボイスの記載と一致させる ※ 信用状条件として「To order」、 「To Order of Shipper」等の記載を要求 されている場合はそれに従う。</p>	<p><small>*Print ORIGINAL or COPY</small></p> <p>「ORIGINAL」 or 「COPY」とタイプする。</p>										
	<p>3. No. and date of Invoice</p> <p>インボイス番号 & 日付</p>										
	<p>4. Country of Origin</p> <p>原産国 JAPAN （印刷されている）</p>										
<p>5. Transport details</p> <p>運送明細（船積港、荷卸港、輸送手段等）</p> <p>※ 上記2欄に「To Order」「To Order of Shipper」等と記載したときには、この欄に必ず仕向地を明記する。</p>	<p>6. Remarks</p> <p>信用状条件として「Purchase Order No.」、 「L/C No.」等を記載することを要求されて いるときには、この欄に記入する。</p>										
<p>7. Marks, numbers, number and kind of packages; description of goods 8. Quantity</p> <p style="text-align: center;"><u>貨物総称（共通名称）</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: center;">1 梱包番号</td> <td style="width: 15%; text-align: center;">梱包数量</td> <td style="width: 50%; text-align: center;">貨物明細 (Packing List参照)</td> <td style="width: 10%; text-align: center;">数 量</td> </tr> <tr> <td style="text-align: center;">2 梱包番号</td> <td style="text-align: center;">梱包数量</td> <td style="text-align: center;">貨物明細 (Packing List参照)</td> <td style="text-align: center;">数 量</td> </tr> </table> <p>荷 印</p>				1 梱包番号	梱包数量	貨物明細 (Packing List参照)	数 量	2 梱包番号	梱包数量	貨物明細 (Packing List参照)	数 量
1 梱包番号	梱包数量	貨物明細 (Packing List参照)	数 量								
2 梱包番号	梱包数量	貨物明細 (Packing List参照)	数 量								
<p>9. Declaration by the Exporter</p> <p>The undersigned, as an authorized signatory, hereby declares that the above-mentioned goods were produced or manufactured in the country shown in box 4.</p> <p>Place and Date: Tokyo <u>発行申請日</u></p> <p>(Signature) 署名</p> <p>(Name) 署名者名 & 肩書</p>	<p>10. Certification</p> <p>The undersigned hereby certifies, on the basis of relative invoice and other supporting documents, that the above-mentioned goods originate in the country shown in box 4 to the best of its knowledge and belief.</p> <p style="text-align: center;">The Tokyo Chamber of Commerce & Industry</p> <p style="text-align: center;">東京商工会議所使用蘭（証明蘭）</p> <p style="text-align: right;"><small>(No., Date, Signature and Stamp of Certifying Authority)</small></p> <p>Certificate No. 証明番号</p>										

【原産地証明書 解答例】

<p>1. Exporter (Name, address, country) GLOBAL TRADING CO., LTD. 2-3 OTEMACHI 1-CHOME CHIYODA-KU, TOKYO JAPAN</p>	<p style="text-align: center;">CERTIFICATE OF ORIGIN</p> <p style="text-align: center;">issued by The Tokyo Chamber of Commerce & Industry Tokyo, Japan</p>											
<p>2. Consignee (Name, address, country) SOUTHWEST STEEL, INC. 143 BRIDGE STREET RIVERSIDE, CA 94971 U. S. A.</p>	<p><small>*Print ORIGINAL or COPY</small></p> <p style="text-align: center;">ORIGINAL</p>											
	<p>3. No. and date of Invoice SWS-11204 JUNE 20, 20XX</p>											
	<p>4. Country of Origin <p style="text-align: center;">JAPAN</p> </p>											
<p>5. Transport details FROM TOKYO, JAPAN TO LONG BEACH, U. S. A. BY OCEAN VESSEL</p>	<p>6. Remarks</p>											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; vertical-align: top;"> <p>7. Marks, numbers, number and kind of packages; description of goods</p> <p style="text-align: center;"><u>IRON PRODUCTS</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">NO. 1 - 24</td> <td style="width: 15%;">24 BUNDLES</td> <td style="width: 40%;">FLAT-ROLLED (COLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM THICKNESS 2MM</td> <td style="width: 30%; text-align: right;">24 ROLLS</td> </tr> <tr> <td>NO. 25 - 59</td> <td>35 BUNDLES</td> <td>ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM 25 PCS. /BUNDLE</td> <td style="text-align: right;">875 PCS.</td> </tr> </table> <p>SWS IN DIA LONG BEACH S. N. NO. SWS-112/04 BUNDLE NO. 1/UP MADE IN JAPAN</p> </td> <td style="width: 30%; vertical-align: top;"> <p>8. Quantity</p> </td> </tr> </table>			<p>7. Marks, numbers, number and kind of packages; description of goods</p> <p style="text-align: center;"><u>IRON PRODUCTS</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">NO. 1 - 24</td> <td style="width: 15%;">24 BUNDLES</td> <td style="width: 40%;">FLAT-ROLLED (COLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM THICKNESS 2MM</td> <td style="width: 30%; text-align: right;">24 ROLLS</td> </tr> <tr> <td>NO. 25 - 59</td> <td>35 BUNDLES</td> <td>ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM 25 PCS. /BUNDLE</td> <td style="text-align: right;">875 PCS.</td> </tr> </table> <p>SWS IN DIA LONG BEACH S. N. NO. SWS-112/04 BUNDLE NO. 1/UP MADE IN JAPAN</p>	NO. 1 - 24	24 BUNDLES	FLAT-ROLLED (COLD-ROLLED) CONTAINING 0.3% OF CARBON BY WEIGHT LENGTH 120M, WIDTH 200MM THICKNESS 2MM	24 ROLLS	NO. 25 - 59	35 BUNDLES	ROUND BARS, HOT-EXTRUDED CONTAINING 0.5% OF CARBON BY WEIGHT LENGTH 6M, DIAMETER 60MM 25 PCS. /BUNDLE	875 PCS.	<p>8. Quantity</p>
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<p>9. Declaration by the Exporter The undersigned, as an authorized signatory, hereby declares that the above-mentioned goods were produced or manufactured in the country shown in box 4.</p> <p>Place and Date: Tokyo <u>JUNE 29, 20XX</u></p> <p>(Signature) <i>Taro Yamada</i></p> <p>(Name) TARO YAMADA, EXPORT MANAGER</p>	<p>10. Certification The undersigned hereby certifies, on the basis of relative invoice and other supporting documents, that the above-mentioned goods originate in the country shown in box 4 to the best of its knowledge and belief.</p> <p style="text-align: right;">The Tokyo Chamber of Commerce & Industry</p> <p style="text-align: center;"><i>JUNE 30, 20XX</i></p> <p style="text-align: center;"><i>Signed</i></p> <p style="text-align: center;">_____ Secretary</p> <p style="text-align: right;"><small>(No., Date, Signature and Stamp of Certifying Authority)</small></p>											
<p>Certificate No. <i>12345678</i></p>												

Assignment 12: 為替手形の作成

契約貨物の船積を完了したグローバル貿易株式会社は貨物の輸出代金を回収するために為替手形を振出し(作成し)、信用状で要求されている書類とともに買取銀行に対して買取依頼をする。

これまでに作成および参照してきた書類や資料および下記事項を基にして、買取依頼のための買取銀行 (= 自社の取引銀行) に呈示する為替手形を作成しなさい。

記

1. 為替手形の番号は、振出人が自由に決めることができる。ここでは 9451 とする。
2. 手形金額は、信用状金額の 100% (原則どおり) とする。
3. 為替手形振出日 (= 買取依頼日) は、貨物海上保険申込日の 3 日後とする。
4. 為替手形の振出地は、振出人の所在都市である。
5. 為替手形の名宛人 (支払人)、支払期間等の作成要件はすべて、信用状に謳われているとおりである。
6. 荷為替手形の買取依頼は、たとえ信用状上で買取銀行が指定されていたとしても、常に振出人の取引銀行に対して行われる。
7. 為替手形の振出人欄には、企業名をタイプし、その下に輸出課長 (Export Manager) の山田太郎が署名をする。

荷為替手形 : 為替手形に船積書類がついている状態をいう。特に、「荷」を象徴する船荷証券が意識されている。英語では Documentary Bill (of Exchange) という。

手形の振出し : 「～宛てに手形を振り出す」とは、～を名宛人として為替手形を作成し、それを呈示すること (手渡すこと [実際には、手渡しばかりではない]) をいう。
英語では「draw a draft on ~」と表現する。

手形の振出人 : 通常、輸出者である。

【為替手形】

第 1 券

第 2 券

【為替手形 記入要領】

A12 為替手形 解答例 (word ファイル)

Assignment 13: 荷為替手形買取依頼書の作成

これまでに作成および参照してきた書類や資料および下記事項を基にして、グローバル貿易株式会社が買取依頼のために買取銀行に提出する荷為替手形を添付する信用状付荷為替手形買取依頼書を作成しなさい。

記

1. 買取依頼日は為替手形の作成日と同日とする。
2. 買取依頼書には、本件の関係信用状の原本を添付するものとする。
3. 買取依頼書に添付する書類およびその通数は、信用状で要求されている通りとする。
4. 本邦以外で発生する手数料や金利等の費用は受益者負担とする。
5. 今回の買取に際しては、外貨建為替手形の買取相場を確定するために為替の買予約がされている。為替予約番号は 38-27651、約定相場は US\$1.00 = ¥131.27 である。
6. 買取代金は当座預金口座に入金してもらうこととする。当座預金番号は 12457803 である。
7. 買取依頼書の署名欄には、企業名をタイプし、その下に輸出課長 (Export Manager) の山田太郎が署名をする。

【荷為替手形買取依頼書】

THE TOKYO DAIICHI BANK, LTD.

APPLICATION FOR NEGOTIATION OF DOCUMENTARY BILL (WITH L/C)

TO: THE TOKYO DAIICHI BANK, LTD.

APPLICANT:

DATE:

IN CASE OF NEED, CONTACT US AT TEL ()		BANK REF. NO.													
DRAFT NO.	DRAFT DATE:	AMOUNT:													
DRAWER (IF DIFFERENT FROM APPLICANT)		TENOR (DUE ON)													
DRAWEE	BANKING CHARGES AND INTEREST OUTSIDE JAPAN <input type="checkbox"/> SHIPPER'S A/C <input type="checkbox"/> BUYER'S A/C <input type="checkbox"/> OTHERS														
ACCOUNTTEE (BUYER)	L/C NO.	DATE													
MERCHANDISE (NAME, QUANTITY, TRADE TERMS)		ISSUEING BANK													
VESSEL OR		EXPIRY DATE:	LATEST PRESENTATION DATE:												
FROM		NOTES AND REMARKS													
TIME OF SHIPMENT/SAILING ON															
TO															
DOCUMENTS ATTACHED															
DRAFT	COMM INVOICE	CUS/CONS INVOICE	B/L	SEA WAYBILL	AIR WAYBILL	INS. POL/CERT	PACKING LIST	W/M LIST	INSP CERT.	CERT. OF ORIGIN	APPLIANT CERT.	L/G			
L/C <input type="checkbox"/> ATTACHED <input type="checkbox"/> HELD BY		DATE OF LAST NEGOTIATION		L/C BALANCE											

PLEASE NEGOTIATE THE ABOVE DRAFTS AND DOCUMENTS SUBJECT TO THE PROVISIONS OF THE AGREEMENT SIGNED BY US AND SEPARATELY SUBMITTED TO YOU AND UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARARY CREDITS (2007 REVISION), INTERNATIONAL CHAMBER OF COMMERCE, PUBLICATION NO. 600.

ご入金口座		
<input type="checkbox"/> 当座預金 <input type="checkbox"/> 普通預金 <input type="checkbox"/> 外貨預金 <input type="checkbox"/> その他		
口座番号		
為替先物予約		
予約番号	38 -	US\$1.00 =
	38 -	US\$1.00 =
	38 -	US\$1.00 =

※ Bank Use Only

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【荷為替手形買取依頼書 記入要領】

(記入要領)

THE TOKYO DAIICHI BANK, LTD.

APPLICATION FOR NEGOTIATION OF DOCUMENTARY BILL (WITH L/C)

TO: THE TOKYO DAIICHI BANK, LTD.

APPLICANT: 買取依頼人名
住所

DATE: 買取依頼日

IN CASE OF NEED, CONTACT US AT TEL (買取依頼人電話番号)		BANK REF. NO. 銀行参照番号	
DRAFT NO. 手形番号	DRAFT DATE: 手形振出日	AMOUNT: 手形金額 (アラビア数字と語句で表記)	
DRAWER (IF DIFFERENT FROM APPLICANT) 振出人 (もし、買取依頼人と異なる場合)		TENOR (DUE ON) 手形の支払期間 (支払期限)	
DRAWEE 手形名宛人 (支払人) 名		BANKING CHARGES AND INTEREST OUTSIDE JAPAN 日本以外での銀行手数料・金利等の負担者 <input type="checkbox"/> SHIPPER'S A/C <input type="checkbox"/> BUYER'S A/C <input type="checkbox"/> OTHERS	
ACCOUNTTEE (BUYER) 買主 (輸入者) 名		L/C NO. 信用状番号	DATE 信用状発行日
MERCHANDISE (NAME, QUANTITY, TRADE TERMS) 貨物の明細 (信用状の記述を転記)		ISSUEING BANK 発行銀行名 (名称のみ)	
VESSEL OR 本船名 & 航海番号		EXPIRY DATE: 信用状有効期限	LATEST PRESENTATION DATE: 最終呈示可能日
TIME OF SHIPMENT/SAILING ON 船積日 or 出港日		NOTES AND REMARKS	
FROM 船積港		TO 荷卸港	
DOCUMENTS ATTACHED 添付書類とその通数			
DRAFT 為替手形	COMM INVOICE インボイス	CUS/CONS INVOICE 税関送り状・領事送り状	B/L 船荷証券
SEA WAYBILL 海上運送状	AIR WAYBILL 航空運送状	INS. POL/CERT 保険証券 保険承認状	PACKING LIST 梱包明細書
W/M LIST 重量積証明書	INSP. CERT. 品質検査証明書	CERT. OF ORIGIN 原産地証明書	APPLIANT CERT. 依頼者証明書
L/G 保証状 (L/Gネゴ用)			
L/C <input type="checkbox"/> ATTACHED この買取依頼書に添付 <input type="checkbox"/> HELD BY 現在の所持人名 & 住所 信用状の所在場所		DATE OF LAST NEGOTIATION 前回買取日 (分割船積した場合)	L/C BALANCE 信用状金額残高 (分割船積した場合)

PLEASE NEGOTIATE THE ABOVE DRAFTS AND DOCUMENTS SUBJECT TO THE PROVISIONS OF THE AGREEMENT SIGNED BY US AND SEPARATELY SUBMITTED TO YOU AND UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARARY CREDITS (2007 REVISION), INTERNATIONAL CHAMBER OF COMMERCE, PUBLICATION NO. 600.

ご入金口座	
<input type="checkbox"/> 当座預金	<input type="checkbox"/> 普通預金 <input type="checkbox"/> 外貨預金 <input type="checkbox"/> その他
口座番号	
為替先物予約	
予約番号	38 - US\$1.00 = 予約相場
	38 - US\$1.00 =
	38 - US\$1.00 =

買取依頼人名

署名

署名者名 & 肩書

※ Bank Use Only

銀行使用欄

【荷為替手形買取依頼書 解答例】

(解答例)

THE TOKYO DAIICHI BANK, LTD.

APPLICATION FOR NEGOTIATION OF DOCUMENTARY BILL (WITH L/C)

TO: THE TOKYO DAIICHI BANK, LTD.

APPLICANT: Global Trading Co., Ltd.
2-3 Otemach 1-chome, Chiyoda-ku
Tokyo 100-0002 Japan

DATE: July 3, 20XX

IN CASE OF NEED, CONTACT US AT TEL (03 - 3258 - 5875)		BANK REF. NO.														
DRAFT NO. 9451	DRAFT DATE: July 3, 20XX	AMOUNT: US\$290,200.00 (Dollars Two Hundred Ninety Thousand Two Hundred only in U. S. Currency)														
DRAWER (IF DIFFERENT FROM APPLICANT)		TENOR (DUE ON) At Sight														
DRAWEE The First National Bank of California, Ltd.		BANKING CHARGES AND INTEREST OUTSIDE JAPAN <input checked="" type="checkbox"/> SHIPPER'S A/C <input type="checkbox"/> BUYER'S A/C <input type="checkbox"/> OTHERS														
ACCOUNTEE (BUYER) Southwest Steel, Inc. 134 Bridge Street, Riverside, CA 94971 U. S. A.		L/C NO. 231-112449J	DATE May 21, 20XX													
ISSUING BANK The First National Bank of California, Ltd.		MERCHANTISE (NAME, QUANTITY, TRADE TERMS) Iron Products as Specified in the Sales Note No. SWS-112/04 dated May 8, 20XX														
EXPIRY DATE: July 14, 20XX		LATEST PRESENTATION DATE: July 12, 20XX														
NOTES AND REMARKS		VESSEL OR Neptune V. 154W														
TIME OF SHIPMENT/SAILING ON June 28, 20XX		FROM Tokyo, Japan														
TO Long Beach, U.S.A.		DOCUMENTS ATTACHED														
DRAFT	COMM INVOICE	CUS/CONS INVOICE	B/L	SEA WAYBILL	AIR WAYBILL	INS. POL/CERT	PACKING LIST	W/M LIST	INSP. CERT.	CERT. OF ORIGIN	APPLIANT CERT.	L/G				
2	3		3			2	3			2						
L/C <input checked="" type="checkbox"/> ATTACHED <input type="checkbox"/> HELD BY		DATE OF LAST NEGOTIATION		L/C BALANCE												

PLEASE NEGOTIATE THE ABOVE DRAFTS AND DOCUMENTS SUBJECT TO THE PROVISIONS OF THE AGREEMENT SIGNED BY US AND SEPARATELY SUBMITTED TO YOU AND UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARARY CREDITS (2007 REVISION), INTERNATIONAL CHAMBER OF COMMERCE, PUBLICATION NO. 600.

ご入金口座		
<input checked="" type="checkbox"/> 当座預金	<input type="checkbox"/> 普通預金	<input type="checkbox"/> 外貨預金 <input type="checkbox"/> その他
口座番号	12457803	
為替先物予約		
予約番号	38 - 27651	US\$1.00 = ¥131.27
	38 -	US\$1.00 =
	38 -	US\$1.00 =

Global Trading Co., Ltd.

Taro Yamada

Taro Yamada, Export Manager

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