

**REFUND APPLICATION FORM**

**Payer's Letterhead (Company name reflected in the OR)**

REFUND REQUESTED (Choose one):

\_\_\_\_\_ OVERPAYMENT

**For Overpayment Refund Requirements**

- (1) Copy of Official Receipt as proof of payment
- (2) Copy of Bank Statement containing Bank account number and address

\_\_\_\_\_ CONTAINER DEPOSIT

**For Container Deposit Refund Requirements**

- (1) Copy of Official Receipt as proof of payment
- (2) **EIR/Equipment Interchanged Report of return empty container.**
- (3) Copy of Bank Statement containing Bank account number and address

**Add'l Requirement for Broker, if REFUND IS PAYABLE TO BROKER and not yet registered with MCC/Maersk)**

- (1) Copy of BIR form 2303 (Certificate of Registration)

BILL OF LADING NO: **Mandatory**

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CONSIGNEE NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONSIGNEE TELEPHONE (cell phone): 

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CONSIGNEE TELEPHONE (land line): 

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BROKER'S NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

BROKER TELEPHONE (cell phone): 

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BROKER TELEPHONE (land line): 

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ACCOUNT NUMBER: **Mandatory** \_\_\_\_\_

ACCOUNT NAME: **Mandatory** \_\_\_\_\_

AMOUNT TO BE REFUNDED: **Mandatory** \_\_\_\_\_

**TERMS AND CONDITIONS:**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>1. Agents are the chosen representatives of the consignee and should ensure they obtain the consignees approval for all refund transactions with Maersk Line. If there is no endorsement ,refund will be paid to consignee on BL</li> <li>2. We will not accept liability for delay of payment due to wrong or incomplete information entered above.</li> <li>3. No refund request should be processed if the requestor has overdue in the account.</li> <li>4. Payment will be made to corporate accounts only excluding where a personal name is on the BL.</li> </ul> | <ul style="list-style-type: none"> <li>5. Customer experiencing payment delay should promptly notify the customer service team or refund processor through email</li> <li>6. Any suspicion of fraud will be investigated and the agency and all its representatives will be blacklisted unless proven otherwise.</li> <li>7. Pending payment and disputes should be reported to refund team below.</li> <li>8. Refunds will only be paid to the broker's registered with Maersk line or MCC Transport.</li> </ul> |
|---|---|

**Declaration:**

I \_\_\_\_\_ solemnly state that the information I have given is true and correct. And hereby agree to the above terms and conditions

\_\_\_\_\_  
Requestor's / Consignee's Signature above Printed Name  
Designation

\_\_\_\_\_  
Broker's Signature above Printed Name  
Designation

**REFUND PROCESSOR CONTACT DETAILS**

**EMAIL: MNLGSCOTCWOREF@maersk.com**

**All refund concerns, status inquiries and follow-ups, should be communicated thru email  
Advise will be duly given when the cheque is ready for release.  
One application to be made per BL; Please keep your copy of all applications.**