

Chapter 03

Negotiable Instruments and Endorsement

Introduction:

A. Definition of a Negotiable Instrument

The term "negotiable instrument" is defined under **Section 13(a)** of the **Negotiable Instruments Act, 1881**. It states:

"A negotiable instrument means a promissory note, bill of exchange or cheque payable either to order or to bearer."

This is a narrow definition as it only lists three instruments. However, the Act also allows for other instruments that possess the character of negotiability by custom or usage (e.g., hundis, dividend warrants, share warrants, etc.).

Therefore, a broader definition is:

A negotiable instrument is a signed document that promises a sum of money to be paid to a specified person or the assignee. It is a document which is transferable, by delivery or by endorsement and delivery, from one person to another, giving the transferee a good title, provided the transferee takes it in good faith and for value.

B. Meaning and Core Concept

The word '**negotiable**' means transferable, and '**instrument**' means a written document. So, a negotiable instrument is a written document that creates a right in favour of someone and is freely transferable.

The core concept lies in its **free transferability** and the ability to confer a **good title** upon the transferee (the person who receives it), even if the transferor's title was defective, provided the transferee is a **Holder in Due Course** (takes it in good faith, for value, without sufficient reason to believe any defect in the title).

- **Example:** If A steals a bearer cheque payable to B and gives it to C, who takes it without knowing it was stolen and pays A for it, C gets a perfect legal title to the cheque. B cannot recover the amount from C. C is a Holder in Due Course.

C. Characteristics of Negotiable Instruments

The following are the essential features that make an instrument "negotiable":

1. **Freely Transferable:** The property (ownership rights) in the instrument passes easily from one person to another. It can be transferred by mere

delivery if it is a bearer instrument, or by endorsement and delivery if it is an order instrument.

2. **Title of Holder is Free from All Defects: A Bonafide transferee for value** (a Holder in Due Course) gets the instrument free from all defects in the title of the previous holders. This is the most important characteristic and is the foundation of modern commercial transactions.
3. **Presumption as to Consideration:** Every negotiable instrument is presumed to have been made, drawn, accepted, endorsed, negotiated, or transferred for consideration. The burden of proving that there was no consideration lies on the person who claims it.
4. **Right to Sue:** The transferee of a negotiable instrument can sue in his own name to recover the amount. He does not need to give notice of transfer to the party liable to pay.
5. **Certainty of Payment:** The holder of the instrument has a right to expect certain payment on the due date. The debtor is bound to pay, and if he wrongfully refuses, the holder can sue him.
6. **Presumption as to Date:** Every negotiable instrument is presumed to have been made on the date it bears.
7. **Presumption as to Time of Acceptance:** Every accepted bill of exchange is presumed to have been accepted within a reasonable time after its date and before its maturity.
8. **Presumption as to Time of Transfer:** Every transfer of a negotiable instrument is presumed to have been made before its maturity.
9. **Presumption as to Order of Endorsements:** Endorsements appearing on the instrument are presumed to have been made in the order in which they appear.
10. **Presumption as to Stamp:** The instrument is presumed to have been duly stamped.

These presumptions under the Act facilitate smooth business transactions by placing the burden of proof on the party who denies the validity of the instrument.

2. Promissory Note

A. Definition (Section 4)

"A promissory note is an instrument in writing (not being a bank-note or a currency-note) containing an unconditional undertaking, signed by the maker,

to pay a certain sum of money only to, or to the order of, a certain person, or to the bearer of the instrument."

B. Meaning and Essentials Characteristics

A promissory note is the simplest form of a negotiable instrument. It is a written promise by one person (the maker) to pay a specific sum of money to another person (the payee). For an instrument to be a valid promissory note, it must fulfil the following essential conditions:

1. **It must be in Writing:** The promise to pay must be in writing. Oral promises do not constitute a promissory note. It can be handwritten, typed, or printed.
2. **It must contain a Promise or Undertaking to Pay:** The language used must indicate a clear promise to pay. Words like "I promise to pay", "I undertake to pay", or "I am bound to pay" are used. A mere acknowledgment of a debt (e.g., "I owe you Rs. 5000") is not a promissory note as it lacks an express undertaking to pay.
3. **The Promise to Pay must be Unconditional:** The promise must be absolute and not dependent on any contingency or condition. For example, "I promise to pay B Rs. 10,000 after the sale of my car" is conditional and invalid. However, a promise to pay after a specified time (e.g., "on demand" or "three months after date") is *not* a condition; it is a specification of the time of payment and is perfectly valid.
4. **It must be Signed by the Maker:** The instrument must be signed by the person who makes the promise. Without a signature, it is incomplete and invalid. It can be signed in any part of the instrument. The maker is the debtor.
5. **The Maker must be Certain:** The person who makes the promise must be clearly named or otherwise indicated with certainty.
6. **The Payee must be Certain:** The person to whom the payment is to be made must be specified with reasonable certainty. It can be made payable to "the bearer" or to a specific person "or order".
7. **The Sum Payable must be Certain:** The amount of money to be paid must be definite and certain. It must not be capable of contingent addition or subtraction. For example, "I promise to pay Rs. 5000 plus all fines" is uncertain. However, stating the principal amount with interest at a specified rate is considered certain.

8. **The Payment must be in the Legal Tender Money of India:** The promise must be to pay a sum of money only. It cannot be a promise to pay in kind (e.g., goods or services).
9. **It must not be a Bank Note or Currency Note:** These are excluded from the definition as they are money themselves, not promises to pay money.
10. **Other Formalities:** It should be properly stamped as per the Indian Stamp Act.

C. Specimen and Practical Example

Parties to a Promissory Note:

- **Maker/Drawer:** The person who makes the note and promises to pay the amount. (The debtor).
- **Payee:** The person to whom the amount is payable. (The creditor). If the payee transfers it, he becomes the **Endorser** and the recipient becomes the **Endorsee**.

Specimen of a Promissory Note:

Specimen of a Promissory Note

We can prepare a specimen for a Promissory Note to understand by using an illustration:

Mr. White makes a promise to pay ₹ 5,00,000 to Mrs. Brown for value received. The specimen can be drawn as given below:

Specimen of a Promissory Note

Bhubaneswar, 01 st January, 2017	
₹ 5,00,000 Revenue Stamp	Three months after date we promise to pay Mrs. Brown or her order a sum of five lakh rupees only, value received.

3. Bills of Exchange

A. Definition (Section 5)

"A bill of exchange is an instrument in writing containing an unconditional order, signed by the maker, directing a certain person to pay a certain sum of money only to, or to the order of, a certain person or to the bearer of the instrument."

B. Meaning and Essentials Characteristics

A bill of exchange is an instrument in writing, which contains an unconditional order by the drawer (creator) directing the drawee (acceptor) to pay a certain

sum of money to a specified person. It is used primarily in trade and commerce to settle debts.

Its essentials are:

1. **It must be in Writing.**
2. **It must contain an Order to Pay:** The language must be imperative and mandatory, not a request. Words like "Pay to..." or "Please pay..." are used. It is an order from a creditor (drawer) to a debtor (drawee).
3. **The Order must be Unconditional:** The order to pay must not be dependent on a happening of any event.
4. **It must be Signed by the Drawer.**
5. **The Drawee must be Certain:** The person who is directed to pay must be named or indicated with certainty.
6. **The Payee must be Certain.**
7. **The Sum Payable must be Certain.**
8. **The Payment must be in the Legal Tender Money of India.**
9. **It must be Stamped.**

C. Parties to a Bills of Exchange

1. **Drawer:** The person who makes the bill and gives the order to pay. (The creditor).
2. **Drawee:** The person who is directed to pay. Upon accepting the bill (by signing it), the drawee becomes the **Acceptor** and is primarily liable to pay.
3. **Payee:** The person to whom the payment is to be made. The drawer and payee can be the same person (e.g., when a drawer draws a bill on a drawee payable to himself).

Other parties that may come into existence later:

- **Endorser:** A payee or holder who signs the bill to transfer it to someone else.
- **Endorsee:** The person to whom the bill is endorsed.
- **Holder:** A person who is legally in possession of the bill.
- **Holder in Due Course:** A holder who acquires the bill for value, in good faith, before maturity, and without any defect in the title.

D. Specimen and Practical Example

Specimen of a Bills of Exchange:

Bill of Exchange

Name of Drawer

Date of Drawn

Amount

Term months after date pay to me or my order, the sum of _____,
for the value received.

(Signed)

(Signed)

Name of Drawee

Name of Drawer

Adress of Drawee

Adress of Drawer

E. Distinction between Promissory Note and Bills of Exchange

Basis	Promissory Note	Bills of Exchange
1. Parties	Involves only two parties: Maker & Payee.	Involves three parties: Drawer, Drawee & Payee.
2. Promise/Order	Contains a promise by the maker to pay.	Contains an order by the drawer to the drawee to pay.
3. Liability	The maker is primarily liable.	The drawer is secondarily liable; the acceptor (drawee) is primarily liable.
4. Acceptance	Does not require any acceptance.	Requires acceptance by the drawee to become liable.
5. Payable to Bearer	Cannot be made payable to a bearer if made in India.	Can be made payable to a bearer.
6. Notice of Dishonour	Notice of dishonour is not necessary to be given to the maker.	Notice of dishonour must be given to the drawer and endorsers to hold them liable.

4. Cheque

A. Definition (Section 6)

"A cheque is a bill of exchange drawn on a specified banker and not expressed to be payable otherwise than on demand and it includes the electronic image of a truncated cheque and a cheque in the electronic form."

B. Meaning and Essentials Characteristics

A cheque is the most common type of negotiable instrument used by the public. It is an unconditional order, addressed to a banker, to pay on demand a certain sum of money to the bearer or to the person named on it.

Essentials of a Cheque:

1. **It must be in Writing.**
2. **It must contain an Unconditional Order.**
3. **It must be drawn on a Specified Banker:** The drawee is always a specific bank where the drawer has an account.
4. **The Amount must be Certain.**
5. **It must be Payable on Demand:** A cheque is always payable immediately upon its presentation to the bank. It cannot be made payable after a fixed time.
6. **The Payee must be Certain.**
7. **It must be Signed by the Drawer.**
8. **It must be dated.**
9. **It can be payable to Bearer or Order.**

C. Parties to a Cheque

1. **Drawer:** The person who writes the cheque (the account holder).
2. **Drawee:** The bank on which the cheque is drawn and which is instructed to pay the amount.
3. **Payee:** The person named in the cheque to receive the money.
- 4.

D. Distinction between Cheque and Bills of Exchange

Basis	Cheque	Bills of Exchange
1. Drawee	Always drawn on a banker .	Can be drawn on anyone , including a banker.
2. Payability	Always payable on demand .	Can be payable on demand or after a fixed time.
3. Grace Days	No grace days are allowed.	Three days of grace are allowed after the due date.

4. Acceptance	Does not require acceptance . Presentation for payment is sufficient.	Requires acceptance by the drawee.
5. Crossing	Can be crossed .	Generally, not crossed.
6. Stamp	Does not require stamping.	Must be stamped .
7. Notice of Dishonour	Notice of dishonour is optional .	Notice of dishonour is mandatory .

5. Crossing of Cheques

A. Meaning and Purpose of Crossing

A crossing is a popular device for protecting the drawer and payee of a cheque. It is an instruction to the paying bank to not pay the cash over the counter. **Crossing** refers to drawing two parallel transverse lines across the face of the cheque, with or without additional words.

Purpose:

- **Security:** It prevents payment to unauthorized persons. A crossed cheque cannot be encashed at the bank counter.
- **Traceability:** It ensures that the payment is made only through a banker. This creates a trail in the banking system, making it easier to trace the recipient if a dispute arises.
- **Safeguard against Fraud/Theft:** If a cheque is lost or stolen, crossing minimizes the risk of the finder or thief encashing it.

B. Types of Crossing

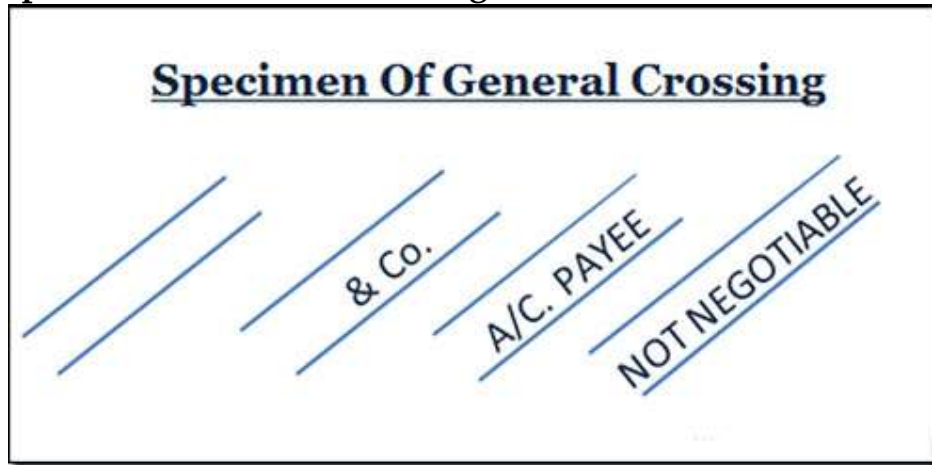
There are primarily two types of crossing recognized by the Negotiable Instruments Act:

1. General Crossing (Section 123)

A cheque is deemed to be crossed generally where it bears across its face:

- Two transverse parallel lines, OR
- Two transverse parallel lines with the words "**and company**" or any abbreviation thereof (e.g., "& Co.") between them, with or without the words "**not negotiable**".
- The lines are essential.

Effect: A generally crossed cheque must be paid only to a banker. It cannot be paid at the counter. The payee must deposit it into his bank account.

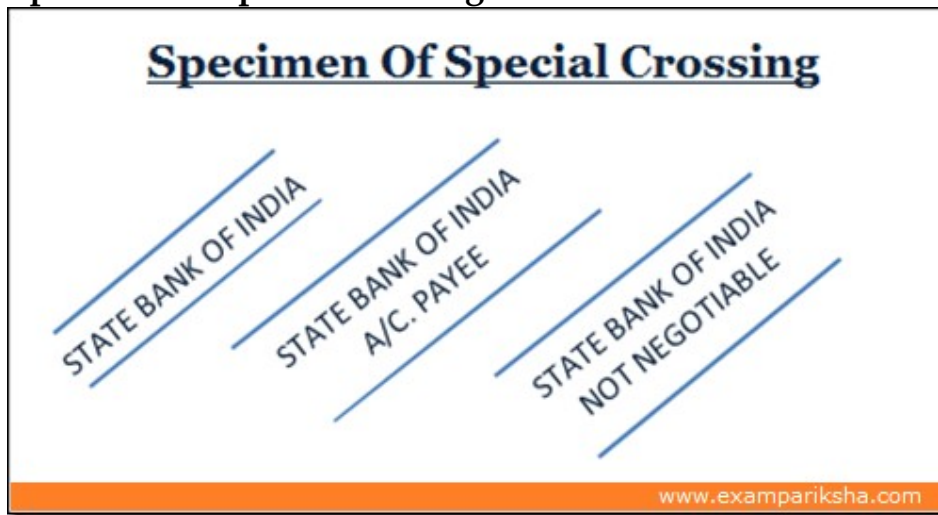
Specimen of General Crossing:

(The parallel lines are the key feature)

2. Special Crossing (Section 124)

A cheque is deemed to be crossed specially where it bears across its face the name of a banker, with or without the two parallel lines.

Effect: A specially crossed cheque can be paid **only to the particular banker** named in the crossing. It provides even greater security than general crossing.

Specimen of Special Crossing:

(The name of the bank is the key feature)

3. Account Payee Crossing (Restrictive Crossing)

This is a very common and important type of crossing, though not explicitly defined in the Act. It is a direction to the collecting banker to credit the proceeds **only to the account of the payee** named on the cheque.

It is created by writing "Account Payee" or "A/C Payee" within the transverse parallel lines of a general crossing.

Effect: It makes the cheque **non-transferable**. It restricts the negotiability of the cheque. If such a cheque is transferred, the transferee gets no better title than the transferor. It is a warning to the collecting banker to be cautious.

Specimen of Account Payee Crossing:

Bank of Nyaaya
MG Road Branch, New Delhi - 110011
RTGS / NEFT IFSC Code NYAY000786

VALID FOR THREE MONTHS ONLY
27/11/2018
D D M M Y Y Y Y

PAY *Malavika Rajkumar*OR BEARER
RUPEES *Twenty Thousand Only*
Rs. 20,000/-

A/C. No. 11001100987654

Sd/-
AUTHORISED SIGNATORIES

" 987654" 981239898: 0098709" 09

4. Not Negotiable Crossing (Section 130)

When a cheque is crossed with the words "Not Negotiable", it does not mean it is non-transferable. It **can still be transferred**.

However, the transferee **cannot get a better title** than that of the transferor. It removes the most important characteristic of a negotiable instrument. If the title of the transferor is defective, the title of the transferee will also be defective.

Purpose: It is a warning to the transferee to investigate the title of the transferor. If they accept a "not negotiable" cheque, they do so at their own risk.

C. Who can cross a cheque?

1. **The Drawer:** The holder of the account can cross the cheque generally or specially when issuing it.
2. **The Holder:** If a cheque is uncrossed, the holder can cross it.
3. **The Holder can add the words "Not Negotiable":** Any holder can add these words to a crossed cheque.
4. **The Holder can convert a General crossing into a Special crossing.**
5. **The Banker:** A banker can cross a cheque, specially, to another banker for collection as its agent.

D. Effects of Crossing

1. It is a direction to the paying banker to not pay the cash over the counter.
2. A generally crossed cheque must be paid only to a banker.
3. A specially crossed cheque must be paid only to the banker to whom it is crossed.
4. An "Account Payee" crossing is a direction to the collecting banker to collect the cheque only for the account of the named payee.
5. A "Not Negotiable" crossing deprives the instrument of its negotiability, meaning no one can become a Holder in Due Course.

6. Cheque Truncation System (CTS)

A. Definition and Meaning

Cheque Truncation is a system of cheque clearing and settlement between banks based on electronic images of cheques instead of their physical movement.

As per the NI Act, it means:

"a cheque which is truncated during the course of a clearing cycle, either by the clearing house or by the bank whether paying or receiving payment, immediately on generation of an electronic image for transmission, substituting the further physical movement of the cheque in writing."

In simple terms, instead of physically transporting the paper cheque from the bank where it is deposited (presenting bank) to the bank on which it is drawn (paying bank), an electronic image (front and back) of the cheque is transmitted through the clearing house, making the process faster and more efficient.

B. How CTS Works - The Process

1. **Step 1: Deposit:** A customer deposits a physical cheque at a branch of Bank A (the presenting bank).
2. **Step 2: Image Capture:** Bank A uses a special machine called a **Scanner** to capture the images (front and back) and the **Magnetic Ink Character Recognition (MICR)** data of the cheque. The MICR code contains details like cheque number, bank code, branch code, and account number.
3. **Step 3: Truncation:** The physical cheque is stored securely at Bank A. It is **truncated** (its movement is stopped).
4. **Step 4: Transmission:** The electronic image and data (in a specified format) are sent to the **Clearing House** (run by the RBI or a designated bank).

5. **Step 5: Clearing House Processing:** The clearing house processes the data and sends it to the paying bank (Bank B, on which the cheque is drawn).
6. **Step 6: Payment Decision:** Bank B verifies the images and data. If the cheque is valid and has sufficient funds, it sends a payment approval. If not, it sends a return memo (e.g., "insufficient funds").
7. **Step 7: Settlement:** The clearing house facilitates the settlement of funds between the banks through their accounts with the RBI.
8. **Step 8: Customer's Account Credited:** Bank A credits the amount to its customer's account upon confirmation.

C. Advantages of CTS

1. **Speed:** Drastically reduces the time required for cheque clearance. The clearing cycle is shortened from 3-4 days to **T+1 or T+0** (same day clearing in some cases).
2. **Efficiency:** Eliminates the logistical challenges and costs associated with the physical movement of cheques (transport, handling, storage).
3. **Reduced Fraud:** Enhanced security features in CTS-2010 standard cheques make them harder to forge or alter. Images are transmitted securely.
4. **Better Customer Service:** Faster clearance leads to quicker availability of funds for customers.
5. **Disaster Recovery:** Electronic images are easier to store, manage, and retrieve than physical documents, which are prone to wear, tear, and loss.
6. **Environmental Benefit:** Reduces the carbon footprint associated with transporting tonnes of paper cheques.

D. CTS-2010 Standards

The RBI mandated a standardised format for cheques to be processed under CTS. All banks had to issue new cheque books complying with these standards.

Key features of CTS-2010 cheques include:

- **Uniform Size:** All cheques are of a fixed, uniform size.
- **Bleed Lines:** The words "CTS-2010" are printed on the left side of the cheque. Four horizontal lines extend from these words to the edges of the cheque. Any alteration near this area is easily detectable.
- **Security Background:** A void pantograph (a hidden design that becomes visible when photocopied) with the words "VOID" or "COPY" is embedded in the background.

- **Watermark:** A chemical watermark with the words "CTS INDIA" is visible when held against UV light.
- **Standardised Field Placement:** The payee name, amount in words and figures, and MICR band are placed in fixed locations.

These features make the cheques highly secure and machine-readable.

7. Indian Financial System Code (IFSC)

A. Definition and Meaning

IFSC is an alphanumeric code that uniquely identifies a bank-branch participating in the electronic payment systems in India, such as **RTGS (Real Time Gross Settlement)**, **NEFT (National Electronic Funds Transfer)**, and **IMPS (Immediate Payment Service)**.

It is used to facilitate the electronic transfer of funds between banks.

B. Structure and Format

The IFSC is an 11-character code with the following structure:

- **First 4 characters:** Represent the **bank's name**. (e.g., SBIN for State Bank of India).
- **5th character:** Is always a 0 (**zero**). It is reserved for future use.
- **Last 6 characters:** Represent the specific **branch** of the bank. (Usually numeric, but can be alphabetic).

Example: SBIN0001707

- SBIN - Bank Code for State Bank of India.
- 0 - Fifth character is zero.
- 001707 - Branch code for a specific SBI branch (e.g., Connaught Place, New Delhi).

C. Purpose and Uses

1. **Essential for Electronic Funds Transfer:** It is mandatory to provide the IFSC of the beneficiary's branch for NEFT, RTGS, and IMPS transactions.
2. **Unique Identification:** It eliminates errors and ensures that money is routed to the correct destination bank and branch among thousands of branches in India.
3. **Online Verification:** The RBI and all banks maintain a list of IFSC codes which can be easily verified online before initiating a transaction.
4. **Cheque Truncation System:** While MICR is used for physical cheques, IFSC is the key identifier for all electronic payment modes.

8. Endorsement

A. Definition and Meaning (Section 15)

"When the maker or holder of a negotiable instrument signs the same, otherwise than as such maker, for the purpose of negotiation, on the back or face thereof or on a slip of paper annexed thereto, or so signs for the same purpose a stamped paper intended to be completed as a negotiable instrument, he is said to endorse the same, and is called the endorser."

In simple terms, **endorsement** means the signing of a negotiable instrument (usually on the back) by the holder (the endorser) with the intention of transferring the title to another person (the endorsee).

B. Essentials of a Valid Endorsement

1. **It must be on the Instrument:** The endorsement must be written on the instrument itself. It is usually on the back of the instrument. If no space is left, it can be written on a separate paper attached to the instrument, called an **Allonge**.
2. **It must be signed by the Endorser:** The signature of the holder (endorser) is essential. If the holder cannot write, a thumb impression is valid.
3. **It must be for the Entire Amount:** The endorsement must be for the whole amount of the instrument. A **partial endorsement** (transferring only a part of the amount) is invalid.
4. **It must be completed by Delivery:** A mere endorsement without delivering the instrument to the endorsee does not complete the transaction. Delivery is necessary.
5. **The Endorsee must be Certain:** The person to whom the instrument is endorsed must be clearly specified, unless it is an endorsement in blank.
6. **It must not be Conditional:** The endorsement should be absolute and unconditional. A conditional endorsement (e.g., "Pay to B if he completes my work") would destroy the negotiability of the instrument. However, certain conditional endorsements are allowed (see types below).

C. Types of Endorsement

1. Blank or General Endorsement (Section 16)

An endorsement is blank if the endorser merely signs his name on the back of the instrument without writing the name of the endorsee.

Effect: It converts an **order instrument** into a **bearer instrument**. It can thereafter be negotiated by mere delivery. The holder can convert a blank

5. Partial Endorsement

An endorsement that seeks to transfer only a part of the amount payable. A partial endorsement is **invalid** and does not operate as a negotiation of the instrument.

Example: A cheque for Rs. 10,000 cannot be endorsed as "Pay B Rs. 5000 and C Rs. 5000".

6. Sans Recourse Endorsement (Without Liability)

An endorsement where the endorser excludes his own liability on the instrument to the endorsee or subsequent holders. If the instrument is dishonoured, the endorsee **cannot sue this endorser**.

The words used are "**Sans Recourse**" or "**Without Recourse to me**".

Example: "Pay to Y or order, sans recourse"

Sd/-

(X)

This protects the endorser (X) from future liability.

7. Facultative Endorsement

An endorsement where the endorser waives (gives up) some of his rights. For example, he may waive the requirement for the holder to give him a notice of dishonour.

Example: "Pay to A or order, notice of dishonour waived"

Sd/-

(B)

This is the opposite of a sans recourse endorsement. Here, the endorser (B) is *increasing* his liability by waiving a right that protects him.

D. Effect of Endorsement

1. **Transfers Property:** The property (ownership rights) in the instrument is transferred from the endorser to the endorsee.
2. **Converts Instrument:** A blank endorsement converts an order instrument into a bearer instrument.
3. **Creates Privity:** It establishes a contractual relationship between the endorser and the endorsee.
4. **Implies Guarantee:** By endorsing, the endorser implicitly guarantees to subsequent holders that:
 - o The instrument is genuine and valid.
 - o He has a good title to it.

- He has no knowledge of any fact that would make it valueless.
- The instrument will be honoured by the party liable to pay.
- If it is dishonoured, he will compensate the holder, provided due notice of dishonour is given to him.

9. Conclusion

Negotiable Instruments form the backbone of modern commercial and financial transactions, providing a secure, reliable, and efficient mechanism for credit and payment. The law relating to these instruments, primarily encapsulated in the Negotiable Instruments Act, 1881, establishes a framework that balances the interests of all parties involved—the maker, the drawee, the payee, and subsequent holders.

The concepts of **crossing** and **endorsement** are crucial safety valves within this system. Crossing ensures that cheques are channeled through the banking system, reducing the risk of fraud and enabling traceability. Endorsement facilitates the free flow of credit by allowing the transfer of the right to receive payment, underpinned by the powerful concept of the **Holder in Due Course**, which gives sanctity to commercial transactions.

The evolution of technology has further strengthened this system, as seen in the **Cheque Truncation System (CTS)**, which marries the convenience of paper-based instruments with the speed and security of electronic processing. Codes like **IFSC** are the nervous system of India's electronic payment infrastructure, ensuring seamless fund transfers.

A thorough understanding of the definition, characteristics, types, and legal implications of negotiable instruments and endorsement is indispensable for anyone engaged in business, finance, or law, as they are fundamental tools for economic activity.