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To: The Manager  
ANZ Trade and Supply Chain

Mumbai

Customer ID

I/We request that you arrange for the following Letter of Credit to be issued as follows

**GENERAL**

Expiry Date (dd/mm/yyyy)

Place of Expiration

Transferable  Yes  No

Partial Shipments

Document dispatched in

Confirmation

**PARTIES**

**Applicant**

Name

Address

Country

Ref No

Currency

Amount (figure)

Goods Importable under Open General Licence [OGL]

Yes  No

If No, Import Licence No:

Tolerance

Confirmation Charges are for the account of

**Beneficiary's Bank**

Name

Address

Country



**Beneficiary**

Name

Phone

Address

Contact Name

Country

**TERMS**

**Tenor**

Credit available by

Documents presented within  days from date of shipment

Beneficiary's draft at (enter number of days)

Drafts to be dated the same date as

**All Charges (Mandatory)**

All other bank charges other than Issuing Bank charges for account of

**Term Charges (Not Required for Sight)**

Discount/Interest charges, if applicable, for the account of

Acceptance commission for the account of

**REQUIRED DOCUMENTS**

Required Documents (at least in duplicate unless otherwise specified)

- Commercial Invoice       Certificate of Origin       Packing List       Packing Declaration
- Insurance Buyers Care       Fumigation Certificate       Other Document (s)       Beneficiary Certificate
- Insurance Policy or Certificate endorsed in blank for invoice values plus  % covering



TRANSPORT

Shipping Terms  Location  Transhipment

Air transport document

freight marked

Other

SHIPMENT

Port of Loading/Airport of Departure

Place of Taking Charge/Dispatch From/Receipt

Place of Final Destination/For Transportation To/Place of Delivery

Port of Discharge/Airport of Destination

Latest Shipment Date (dd/mm/yyyy)

Purporting to evidence shipment of

ATTRIBUTES

Additional conditions

Please specify any changes to the additional conditions here

SUPPORTING DOCUMENTS

- Purchase Order/Contract Copy
- Insurance Copy



**SETTLEMENT INSTRUCTIONS**

**Principal**

At payment **debit** account No.

At payment finance at our cost in  for  days

FEC/Deal No.  Due date

**Charges**

Debit Account No.

**Cash Cover**

(if Applicable) Debit Account No.

This application is subject to the terms in the ANZ Trade Terms booklet and/or any other applicable Trade agreements as ANZ may provide to us (or as agreed between us) from time to time. We confirm that ANZ has given us the booklet or we have accessed it at [anz.com/india/en/corporate](http://anz.com/india/en/corporate) and/or given us the other applicable Trade Agreements. We acknowledge ANZ recommends that we read these documents and seek clarification from ANZ about any issues of concern.

**SIGNATORY**

**All Charges (Mandatory)**

Company/Business Name

Include company identification number if applicable

Authorised Signature

Name of Authorised Signatory

Company stamp or chop (if applicable):

Date (dd/mm/yyyy)

  

Authorised Signature

Name of Authorised Signatory

**BANK USE ONLY**

Date (dd/mm/yyyy)

  

OTL Cust ID

TRO/TSO Name & Phone

Signature(s) verified  Yes  No

Fax Indemnity Checked  Yes  No

Sanctions Checked  Yes  No

Manager/Team Leader