

## Time-Sensitive Utilization Alert

Subject: URGENT - Division Expiry Alert - L/C [Number]

Dear [Beneficiary/Account Manager],

This urgent message alerts you to the approaching expiry of Division [X] under the referenced divisible letter of credit. Immediate action is required to prevent forfeiture of allocated funds.

Critical Timeline:

- Current date: [Today's Date]
- Division expiry: [Expiry Date]
- Remaining time: [Days/Hours]
- Outstanding amount: \$[Amount]

If you intend to utilize this division, all required documents must be presented to the nominated bank before the expiry time. Late presentations will not be accepted, and the unused portion will become unavailable.

Should you be unable to meet the deadline, please contact us immediately to discuss possible amendment options. However, please note that amendments require time and may not be feasible given the short timeframe.

This notice serves as our final reminder regarding this time-sensitive matter.

Urgent regards,

[Your Name]

[Title]

[Contact Information]

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