

Sight Draft Letter Of Credit

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Today's Date]

[Beneficiary's Name]

[Beneficiary's Address]

[City, State, Zip Code]

Subject: Sight Draft Letter of Credit

Dear [Beneficiary's Name],

We are pleased to confirm the establishment of an irrevocable Sight Draft Letter of Credit (LC) in your favor. This LC has been issued in accordance with the terms and conditions mutually agreed upon between [Issuing Bank's Name] (the "Issuer") and [Beneficiary's Name] (the "Beneficiary").

1. LC Number: [Insert LC Number]
2. Date of Issue: [Insert Date of Issue]
3. Expiry Date: [Insert Expiry Date]
4. Amount: [Insert LC Amount in Currency]
5. Beneficiary: [Insert Beneficiary's Full Name and Address]
6. Applicant: [Insert Applicant's Full Name and Address]
7. Issuing Bank: [Insert Issuing Bank's Name and Address]

Terms and Conditions:

1. Drafts: The Issuing Bank undertakes to honor Sight Drafts drawn on this LC by the Beneficiary, up to the total LC amount mentioned above.

2. Expiry: All drafts must be presented to the Issuing Bank for payment on or before the LC's expiry date. The LC shall be deemed null and void after this date.

3. Shipment Documents: The Beneficiary is required to present the following documents to the Issuing Bank for negotiation:

- Commercial Invoice
- Bill of Lading/Airway Bill
- Packing List
- Insurance Certificate
- Any other documents required as per the LC terms

4. Compliance: The documents must strictly comply with the terms and conditions stipulated in this LC. Any discrepancies may result in the rejection of the documents.

5. Charges: All bank charges outside the Issuing Bank are for the Beneficiary's account. The Issuing Bank will bear its usual charges.

6. Partial Shipments: Partial shipments are allowed as long as they fall within the LC's validity period.

7. Transshipment: Transshipment is allowed as long as it is permitted in the country of the goods' origin and is clearly mentioned in the transport documents.

8. Governing Law: This LC shall be governed by and construed in accordance with the laws of [Insert Applicable Jurisdiction].

The Beneficiary is hereby requested to draw Sight Drafts and submit the required documents directly to the Issuing Bank for examination and negotiation. All communications and instructions regarding this LC should be directed to the following officers at the Issuing Bank:

[Name of Bank Officer]

[Title]

[Email Address]

[Phone Number]

The Issuing Bank hereby confirms its commitment to honor drafts presented under this LC upon meeting the specified terms and conditions.

Please acknowledge receipt of this letter and confirm your acceptance of the terms and conditions by signing and returning a duplicate copy of this letter at your earliest convenience.

Thank you for your cooperation. Should you have any queries or require any further information, please feel free to contact us.

Yours sincerely,

[Your Name]

[Your Title (if applicable)]

[Your Company Name (if applicable)]

[Your Signature (if sending a physical letter)]