

LETTER OF CREDIT INSTRUCTION FORM

TO: *Customer Name*

Re: Our Proforma/Quote _____

Dated _____

Dear _____ :

Following are the particular details we wish to have included in your IRREVOCABLE documentary letter of credit issued in reply to our quote/proforma as shown above. Please instruct your bank to open and issue this credit in accordance with the following terms and subject to the Uniform Customs and Practices for Documentary Credits, International Chamber of Commerce Publication 500, 1993 Revision. We have made every effort in these instructions to provide you with terms, which can be easily accommodated. If you or your bank are unable to comply with these terms and conditions for establishing a Documentary Credit, please contact us immediately since any conditions which you may propose for the Credit other than those expressly provided for herein will need to be examined and considered by us before we can accept any or all of them and before we can accept and process your order. Thank you for your cooperation.

1. The Letter of Credit shall be transmitted by Swift or Telex.
2. The Credit payable in U.S. funds shall be () advised by () negotiated at () confirmed by

Seller's Bank Name
Local Address
City State Zip Code, USA
Swift: XXXXXXXXXX
Telex: %%%%

3. The credit shall show as the beneficiary: *Seller Corporation, Local Address, City, State, Zip Code.*
4. The credit shall be opened in the amount of _____. (US\$\$\$ minimum unless approval obtained)
5. The tenor of the credit shall be payable at sight.
6. The credit shall show that all charges incurred inside the beneficiary's country are for the account of the () applicant () beneficiary.
7. The credit shall show that all charges for amendments to the credit, including related communication expenses, are for the account of the applicant.
8. Transshipments are to be allowed.
9. Latest shipment date from seaport/airport shall be 21 days past the manufactured date.
10. The credit shall allow for 30 days after the required transport document date for presentation of documents at the counters of the bank stated in item # 2. Stale dated documents are acceptable.
11. Shipping Terms shall be CPT shipping point.
12. The required documents should include:
() Commercial invoices
() Packing List
() Insurance to be provided by buyer/applicant
() Airway Bill/Ocean Bill of Lading
13. Credit must state that Non Vessel Operating Common Carrier (NVOCC) Bills of Lading are acceptable.
14. Special Instructions _____

This order is expressly subject to *Seller Corporation's* written Conditions of Sale, Limited Warranty, and Purchaser's Exclusive Remedy.

Sincerely,

Name/Title