

Standard LC Advice Email Template

Subject: Letter of Credit Advice - LC No. [LC_NUMBER]

Dear [BENEFICIARY_NAME],

We are pleased to advise you that we have received a Letter of Credit in your favor from [ISSUING_BANK_NAME] through authenticated SWIFT message.

Letter of Credit Details:

- LC Number: [LC_NUMBER]
- Issue Date: [DATE]
- Expiry Date: [EXPIRY_DATE]
- Available Amount: [CURRENCY] [AMOUNT]
- Applicant: [APPLICANT_NAME]
- Description of Goods: [GOODS_DESCRIPTION]

Please review the attached Letter of Credit carefully and confirm your acceptance of all terms and conditions. Should you find any discrepancies or require amendments, please contact us immediately.

We remain at your disposal for any clarifications you may require.

Best regards,

[BANK_NAME]

Trade Finance Department

[CONTACT_INFORMATION]

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