

Urgent Amendment Request

Subject: URGENT - Amendment Required for Deferred Payment LC [LC Number]

Dear LC Operations Team,

We urgently require an amendment to the subject Deferred Payment Letter of Credit due to unforeseen circumstances that have arisen in our transaction.

Requested amendments:

- Extension of validity date from [original date] to [new date]
- Modification of deferred payment period from [original terms] to [new terms]
- Adjustment of shipment date to accommodate production delays

These changes are necessary due to [brief explanation of circumstances]. Both parties have agreed to these modifications, and we have the beneficiary's consent for the amendments.

Time is critical as the current validity expires on [date]. We request your immediate attention to process this amendment to avoid any disruption to our trade transaction.

Please confirm receipt of this request and provide an estimated processing time. We are prepared to pay all applicable amendment fees.

Urgently yours,

[Your Name]

[Trade Finance Coordinator]

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