

Notice to supplier about LC discrepancies

Subject: Notice of Discrepancy in Letter of Credit Documents

Dear [Supplier's Name],

We regret to inform you that upon examination of the documents presented under Letter of Credit No. [LC Number], certain discrepancies have been identified. Specifically:

1. The invoice value does not match the LC amount.
2. The shipment date exceeded the latest permissible date.
3. The Bill of Lading lacks required endorsements.

Due to these discrepancies, our bank has placed the documents on hold. Kindly rectify the issues or provide clarification at the earliest to avoid delays in payment release.

We appreciate your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

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