

Response to LC Discrepancy Notice

Subject: Response to Discrepancy Notice - LC [Number]

Dear [Bank Representative],

We acknowledge receipt of your discrepancy notice dated [Date] regarding Letter of Credit [LC Number] and the documents presented by [Beneficiary Name].

After careful review of the discrepancies noted, we wish to respond as follows:

[Discrepancy 1]: [Your response/explanation]

[Discrepancy 2]: [Your response/explanation]

[Discrepancy 3]: [Your response/explanation]

We hereby authorize you to: [Choose one]

- Accept the documents despite the noted discrepancies and proceed with payment
- Reject the documents and request corrected documentation from the beneficiary
- Hold the documents pending further instructions

Please note that our decision is based on [brief justification]. We request confirmation of the action taken and any implications for future transactions.

Thank you for bringing these matters to our attention.

Respectfully,

[Your Name]

[Title]

[Company Name]

[Contact Information]

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