

Exporter LC Application

Dear [Bank Officer],

We are requesting a Letter of Credit to secure payment for our export order to [Buyer/Company Name]. The LC should cover the shipment of [Goods] valued at [Amount], with payment terms of [Terms] and expiration date of [Date].

Please advise on the documents required and the processing timeline so that we may ensure timely shipment and compliance with banking regulations.

Best regards,

[Your Name]

[Position]

[Company Name]

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