

Request to cancel LC

Subject: Request for Cancellation of Revolving Letter of Credit

Dear [Bank Manager's Name],

We hereby request the cancellation of the revolving letter of credit issued under reference number [LC number], dated [date], in favor of [Beneficiary's Name]. The reason for cancellation is [contract termination/change in business arrangement].

Please confirm the closure and provide written acknowledgment for our records.

Sincerely,

[Your Name]

[Company Name]

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