

Urgent Transfer Request

Subject: URGENT - Transfer of Letter of Credit [LC Number] Required

Dear Sir/Madam,

Due to time-sensitive commercial requirements, we urgently request the transfer of Letter of Credit [LC Number] to:

New Beneficiary: [Name]

Transfer Amount: [Amount]

Reason for Urgency: [Brief explanation]

All original terms remain valid. Required documents attached. Please expedite processing and confirm transfer completion by [Date].

Regards,

[Name and Designation]

Get more templates here: <https://www.lettersandtemplates.com/letters/transfer-letter-of-credit>