

COMMERCIAL LETTER OF CREDIT INSTRUCTIONS

To Whom It May Concern:

Following are the particular details we wish to have included in your documentary Letter of Credit, issued in reply to our Pro Forma Invoice Number _____ dated _____.

Please instruct your bank to open and issue this credit in accordance with the following terms and subject to the Uniform Customs and Practices for Documentary Credits, International Chamber of Commerce Publication 500.

We have made every effort in these instructions to provide you with terms which can be easily accommodated. If you or your bank is unable to comply with these terms and conditions, please consult with our officers prior to the issuance of the credit to avoid delay or non-shipment. Thank you for your cooperation.

1. The Letter of Credit shall be irrevocable.
2. The credit shall be advised by confirmed by: M&T Bank
Letter of Credit Department
25 S. Charles Street, 15th Floor
Baltimore, MD 21201 USA
Telex: MCI 6849150 FNBUW or 6849152 FNB UW
TRT 198106 FNB INTLBAL Swift: MANT US33 INT
3. The credit shall be payable at the counters of M&T Bank (address as above).
4. The credit shall show as the beneficiary: _____
5. The credit shall be payable in _____ (currency) in the amount not to exceed _____ exactly _____ about _____.
6. The credit shall be payable at sight _____ (number) days from sight _____ days from _____ (date) upon presentation at the counters of the bank
7. The Letter of Credit shall shall not be transferable.
8. The credit shall show that all banking charges incurred inside outside the beneficiary's country are for the account of the applicant.
9. The credit shall show that all charges for amendments to the credit, including related communications expenses, are for the account of applicant beneficiary.
10. Partial shipments shall be allowed shall not be allowed.
11. Transshipments shall be allowed shall not be allowed.
12. The credit shall allow for required transport documents dated no later than _____ (latest shipping date).
13. The credit shall show an expiry date of _____. (Should be 21 days from latest shipment date.)
14. Any shipping documents required shall show shipment from _____ (place of origin) to _____ (destination).

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15. Commercial Invoice Totaled F.A.S. F.O.B. C & F C.I.F.
 _____ (port of importation or exportation)
- Commercial Invoice shall cover Pro Forma invoice no. _____ or the following: _____
- Packing list for above.
- Insurance certificate showing insurance provided by seller in the amount of _____.
- Ocean Bill of Lading.
- The credit shall shall not allow for NVOCC bills of lading.
- The Bill of Lading shall be consigned to made to the order of _____.
- The Bill of Lading shall need not be marked "On Board".
- Air Waybill consigned to _____.
- The credit shall shall not allow for air consolidators Airway Bills.
- The transport document shall be marked freight prepaid collect.
- Inland straight bill of lading consigned to _____.
- Other required documents: _____.
16. If designated, the forwarder shall be shown as _____.
17. If designated, the carrier shall be shown as _____.
18. Special instructions: _____.