

## Commercial Letter of Credit for International Sale Transactions USA (National/Federal) [Related Content](#)

*A commercial letter of credit, which is a payment method often used in international trade transactions, particularly sale of goods transactions. This Standard Document has integrated notes with important explanations and drafting tips.*

Note: [Read This Before Using Document](#)

### Commercial Letter of Credit for International Sale Transactions

**Issuing Bank:** [ISSUING BANK NAME AND ADDRESS]

**Letter of Credit Number:** [LETTER OF CREDIT NUMBER ASSIGNED BY ISSUING BANK]

**Date:** [DATE OF ISSUANCE]

**Applicant:** [APPLICANT NAME AND ADDRESS]

**Beneficiary:** [BENEFICIARY NAME AND ADDRESS]

Note: [Parties to the Letter of Credit Transaction](#)

Ladies and Gentlemen:

We hereby issue our [irrevocable] Letter of Credit No. [NUMBER] (the "**Letter of Credit**") in favor of [BENEFICIARY NAME] for the account of [APPLICANT NAME].

Note: [Whether the Letter of Credit is Revocable or Irrevocable](#)

This Letter of Credit is in an aggregate amount not to exceed [DOLLAR AMOUNT IN WORDS] and [NUMBER]/100 U.S. Dollars (\$[AMOUNT]).

Note: [Amount of the Letter of Credit](#)

This Letter of Credit is payable [at sight/[NUMBER] days after sight] by your draft drawn on [ISSUING BANK NAME] and accompanied by the following documents:

- Signed commercial invoice, consisting of 1 original and [NUMBER] copies.
- [Packing list in [duplicate/triplicate]].
- Full set [NUMBER] of [NUMBER] clean on board [ocean bills of lading] consigned to the order of [ISSUING BANK NAME].
- Certificate of origin issued by [CITY OR STATE NAME] Chamber of Commerce.
- Certificate of insurance covering shipment in the amount of \$[NUMBER].

Note: *Timing of Payment Under the Letter of Credit*

Evidencing shipment of: [QUANTITY AND DESCRIPTION OF GOODS BEING SHIPPED].

Shipment from: [PORT OF ORIGIN].

Shipment to: [DESTINATION PORT].

Shipping terms: [ALLOCATION OF SHIPPING AND INSURANCE COSTS BETWEEN IMPORTER AND EXPORTER].

Latest date of shipment: [DATE].

Note: *Information About Goods, Shipment, and Shipping Terms*

All correspondence and any drawings hereunder are to be directed in writing to us at [ISSUING BANK ADDRESS]. Drawings may be presented to us by [METHOD OF DELIVERY].

Note: *Method of Delivery*

Partial shipments [are/are not] permitted.

Note: *Partial Shipments*

Transshipment [is/is not] permitted.

Note: *Transshipments*

[This Letter of Credit is transferable in whole or in part. Any such transfer may be effected by request of the beneficiary only to ourselves, specifying the name and address of the second beneficiary. The first beneficiary shall be responsible for our usual fee in connection with any letter of credit issued under such transfer. Any letter of credit issued under such transfer shall bear the same Expiration Date as this Letter of Credit.]

Note: *Transferability of the Letter of Credit*

All bank fees relating to this Letter of Credit, other than the fees of [ISSUING BANK NAME] and [ADVISING BANK NAME], are for the beneficiary's account.

Note: *Bank Fees*

This Letter of Credit is effective immediately and expires at [TIME AND TIME ZONE] on [DATE].

Note: *Expiration Date*

This Letter of Credit is subject to the Uniform Customs and Practice for Documentary Credits, 2007 Revision, International Chamber of Commerce Publication No. 600.

This letter of credit is governed by the laws of the state of [New York].

Note: *Governing Law*

Please examine this Letter of Credit carefully. If you cannot comply with any of its terms and conditions, please communicate with your buyer to arrange for an amendment.

Yours truly,

[ISSUING BANK NAME]

By: \_\_\_\_\_

(Authorized Signature)

**PRODUCTS**

PLC US Commercial Transactions, PLC US Finance, PLC US Law Department

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