 <b>Lighthouse</b> Info Systems Pvt. Ltd. <small>SINCE 1987</small>	Document Name	Object Help Document	
	Menu Code	01.111.02	
	Process Name	LC Templates Purchase	
Release Version	1.0	Document No	LISPL/OHD/Fl/111/002
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## 01.111.02 - LC Templates Purchase

### PROCESS OVERVIEW

A letter of credit is a letter from a bank guaranteeing that a buyer's payment to a seller will be received on time and for the correct amount. In the event that the buyer is unable to make payment on the purchase, the bank will be required to cover the full or remaining amount of the purchase.


### PROCESS PRE-REQUISITES

Input Fields	Input Details	General Remarks
Account/Party	Subsidiary Ledger Account	Select pre-defined subsidiary account.
Account Class	Account Class Master	Select pre-defined account class.
Country	Country Master	Select pre-defined country master.
Copy Form	N/A	Select existing record for new party.

### KEY FEATURES


- LC template help to user to create lc document within short period of time
- Lc template saved standard term & condition of any party for long duration.
- Lc template saved cost of users to record duplicate data information for multiple times.



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<b>E</b> dit	To Edit the selected record. Note - Cost Schedule cannot be changed.
<b>D</b> delete	To Delete selected record. It is possible only if the selected GL is not used in any master relationship or in any transaction.
<b>C</b> ancel	To cancel/terminate the process.
<b>E</b> xit	To Exit from the current opened window.
<b>D</b>	To delete selected record.
<b>R</b>	To put/enter remark (If any).

FIELDS	DESCRIPTION	R/O/C	FIELD VALUE / COMMENTS
Account Party	Select Pre-defined account code on pressing F9 button.	R	Select Pre-defined account code on pressing F9 button.
Account Class	Select Pre-defined account class on pressing F9 button.	O	Select Pre-defined account class on pressing F9 button.
Country	Select Country Code.	O	Select Country Code.
LC Term Code	Select LC Term Code on pressing F9 button.	R	Select LC Term Code on pressing F9 button.
LC Term Description	Enter LC Term Description (Manual Entry).	O	Enter LC Term Description (Manual Entry).

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*R = Required, O = Optional, C = Conditional*

### **Work Step – To Add LC Templates Purchase**

Step 1 Click on 'New' button.

Step 2 Select 'Account/Party' on pressing F9 button.

Step 3 Select 'Account Class' on pressing F9 button.

Step 4 Select 'Country' on pressing F9 button.

Step 5 Enter 'LC Term Code' [Note - Maximum data length capacity is 12 character].

Step 6 Enter 'LC Term Description' [Note - Maximum data length capacity is 4000 character].

Step 7 Click 'Save' button to save record.