



# Letters of Credit Addendum

Date: \_\_\_\_\_

Business Development Officer: \_\_\_\_\_

**THIS SUPPLEMENT IS TO BE COMPLETED ONLY IF ADVANCES IN THE FORM OF LETTERS OF CREDIT ARE BEING REQUESTED**

COMPANY NAME: \_\_\_\_\_

## LETTERS OF CREDIT

Required:  Documentary  Standby  Foreign  Domestic

Letters of Credit payable at sight or time of draft: \_\_\_\_\_ If time, number of days: \_\_\_\_\_

Products requiring Letters of Credit: \_\_\_\_\_

Where importing from: \_\_\_\_\_

Amount required per Letter of Credit: \_\_\_\_\_

Number of Letters of Credit required: \_\_\_\_\_

Does your customer open letters of credit in your favor for specific translations:  Yes  No *If yes, please explain:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_