



# Letters of Credit – Outward Amendment Request

<b>To – Office/Branch</b>	<b>Date</b> / /	<b>Letter of credit number</b>
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Applicant

Amount

Beneficiary

Please amend the letter of credit as detailed below.

- Amount** to be increased by \_\_\_\_\_ to \_\_\_\_\_ in all.
- Amount** to be decreased by \_\_\_\_\_ to \_\_\_\_\_ in all.
- Expiry date** to be amended to \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- Latest shipment date** to be amended to \_\_\_\_ / \_\_\_\_ / \_\_\_\_
- Description of goods** to be amended to \_\_\_\_\_

- Transport Document** to be marked – ‘freight’   
  ‘prepaid’   
  ‘collect’.
- Commercial invoices** to indicate   
  additional   
  contract numbers: \_\_\_\_\_
- amended   
  order numbers: \_\_\_\_\_
- Letter of credit subject to eUCP for electronic records where indicated in the requirements for shipping documentation.
- Insurance** to be amended to \_\_\_\_\_

- Terms** to be amended to (FOB, CIF/CFR etc.) \_\_\_\_\_
- Transshipment** to be                     
  permitted   
  not permitted.
- Part shipment** to be                     
  permitted   
  not permitted.
- This credit is to be cancelled** subject to the consent of the beneficiary.
- Any other changes required.

Further changes to terms and conditions are attached in a separate document.

**Care:** This amendment will not bind the beneficiary until acceptance is communicated in accordance with Article 10 of Uniform Customs and Practices for Documentary Credits (2007 Revision) International Chamber of Commerce Publication No. 600.

We require beneficiary’s confirmation of acceptance or rejection of amendment. It is acknowledged that all associated costs are for our (applicant’s) account.

- Yes – Beneficiary’s confirmation of acceptance is required.
- No – Beneficiary’s confirmation of acceptance is **not** required.

**For**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Customer(s) authorised signature(s)

**NAB use only**

Branch stamp  
and signature

Confirmation that signatories are authorised to give instructions for and on behalf of the customer

State – branch	Account number
-	