

To,
The Branch Head
Bandhan Bank Ltd.
_____ Branch

(Tick whichever applicable)

☐ Documents for LC bill discounting under letter of credit number _____ dated issued by _____.

☐ Documents for bill discounting (not under letter of credit)

We refer to the bill discounting facilities being enjoyed by us pursuant to an agreement between us dated sanctioned bill discounting limits bearing sanction reference no. _____

We enclose herewith the following documents:

Bill amount: ₹ _____ Tenor: _____

Document	Original	Duplicate
Original LC		
Duly stamped bill of exchange		
Commercial invoice		
Lorry receipt/RR		
Packing list		
Insurance policy		
E-way bill		
Other documents (Please mention)		
a. _____		
b. _____		
c. _____		
d. _____		
e. _____		

Documents to be dispatched to LC opening bank/collecting bank/presenting bank

Document	Original	Duplicate
Duly stamped bill of exchange		
Commercial invoice		
Lorry Receipt/RR		
Packing list		
Insurance policy		
E-way bill		
Other documents (Please mention)		
a. _____		
b. _____		
c. _____		
d. _____		
e. _____		

Original LC number _____ dated

D	D
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M	M
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Y	Y	Y	Y
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 of _____ along with all amendments (no. of amendments _____) and advising letters duly stamped with revenue stamp on the reverse. We note that the purchase bills discounted under LC/Non-LC will be with recourse to us. The proceeds may be.

- paid to us by credit to our account with you in case you are our working capital bankers.
- paid to us by credit to our account with you in case we do not have any working capital banker.
- paid to us by pay order/demand draft payable to our working capital bankers as mentioned below:

Bank name _____

Bank address _____

Beneficiary's account name _____

Beneficiary's account number

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Kindly note our following instructions: (tick wherever applicable)

- ☐ Debit all charges leviable to us including charges, interest on discounting and margin money to our account number _____ with yourselves.
- ☐ Please issue PO/DD favoring _____ (Bank) A/c _____ (name of beneficiary) A/c number _____ (account number of the beneficiary) and deliver to us/dispatch to the beneficiary's banker at the above.
- ☐ I/We confirm that the loan shall not be utilised for subscription to or purchase of shares/debentures; extending loans to subsidiary companies/associates or for making inter-corporate deposits; purchase of gold; any other speculative purposes or any other purpose prohibited by applicable laws and guidelines.
- ☐ I/We confirm that the bill represents genuine trade transactions for goods supplied/services provided and has not been drawn pursuant to LCs opened in favor of parties related to me/us.
- ☐ I/We undertake to indemnify your Bank in the event of any loss suffered by your Bank on account of discounting of the bill by your Bank including for non-payment by the LC issuing bank.

Authorised signatory (ies)

Date:

D	D
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M	M
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Y	Y	Y	Y
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Place: _____

Company name and stamp