

To,
The Branch Head
Bandhan Bank Ltd.
_____ Branch

Documents for LC bill discounting under letter of credit number _____ dated

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M	M
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Y	Y	Y	Y
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 issued by _____.

We refer to the bill discounting facilities being enjoyed by us pursuant to an agreement between us dated

D	D
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M	M
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Y	Y	Y	Y
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We request you to discount the following bill under LC using existing bank lines with _____.

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

Document	Original	Duplicate
Duly stamped bill of exchange		
Commercial invoice		
Lorry Reciept/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 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