

## Application for Issuance of Letter of Credit (LC) / Back to Back Letter of Credit (B2BLC)

<input type="checkbox"/> Issue the LC with the same detail as that of your LC No dated _____ except for the detail specified in "Other Instructions".	For Bank Use
	Ref No.:

**Attach additional sheets if there is insufficient space, to be signed by applicant's authorised signatories**

Advise by: <input type="checkbox"/> SWIFT <input type="checkbox"/> Courier <input type="checkbox"/> Mail <b><u>For Back-to-Back LC only</u></b> Export (Master) LC ref: _____ Issuing Bank: _____ Currency & Amount: _____	<b>To be advised through any affiliate or correspondent of Standard Chartered Bank</b> Expiry Date (dd/mm/yy): _____ In country of: <input type="checkbox"/> Beneficiary <input type="checkbox"/> Applicant
<b>Applicant (Company Name &amp; Address):</b>      Tel: _____ Ref: _____ Contact Person: _____	<b>Beneficiary (Company Name &amp; Address):</b>      Tel: _____ Contact Person: _____ Email: _____ Is the Beneficiary a Related Party <sup>1</sup> ? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Application for Sustainable Finance Transaction	
<b>Currency &amp; Amount:</b> [Figures & Words]	<b>Partial shipment:</b> <input type="checkbox"/> Permitted <input type="checkbox"/> Prohibited <input type="checkbox"/> Conditional  <b>Transshipment:</b> <input type="checkbox"/> Permitted <input type="checkbox"/> Prohibited <input type="checkbox"/> Conditional

<sup>1</sup>A Related Party refers to a person that directly, or indirectly through one or more intermediaries, Controls, is Controlled by, or is under common control with, the Applicant, and includes persons connected with the related party. Persons connected with the related party include (but shall not be limited to) (a) relatives of a related party who is an individual, (b) directors and shareholders of a related party which is a body corporate, and their relatives, (c) bodies corporate Controlled by persons connected with a related party, (d) trustees of a trust under which a related party or persons connected with the related party are beneficiaries, and (e) partners of a related party. "Control" means where one person (either directly or indirectly and whether by share capital, voting power, contract or otherwise) has the power to appoint and/or remove the majority of the members of the governing body of another person or otherwise controls or has the power to control the affairs and policies of that other person and that other person is taken to be "Controlled" by the first person.

<b>Amount Tolerance</b> Plus _____ %    Minus _____ %	<b>Shipment Details</b>
L/C Available with _____ (a) _____ by _____ (b) _____ (a) <input type="checkbox"/> Advising Bank <input type="checkbox"/> Any Bank <input type="checkbox"/> Issuing Bank (b) <input type="checkbox"/> Negotiation <input type="checkbox"/> Payment <input type="checkbox"/> Acceptance <input type="checkbox"/> Deferred Payment  Payment Tenor: <input type="checkbox"/> Sight <input type="checkbox"/> _____ days after _____	Place of Receipt:  Port of Loading:  Not later than (dd/mm/yy):  Port of Discharge:  Place of Destination:
<b>Goods &amp; Services</b>	
<b>Incoterms ® [2000/2010/2020]:</b>	
<b>Documents required:</b> <input type="checkbox"/> Multimodal Bills of Lading <input type="checkbox"/> Marine Bills of Lading <input type="checkbox"/> Air Waybills (AWB) <input type="checkbox"/> Charter Party Bills of Lading <input type="checkbox"/> Cargo Receipts(CR)  No. of Documents: _____ originals    _____ copies <i>[if not stated, default to BLs (3/3 original &amp; 1 NN copy), AWB &amp; CR (1 original &amp; 1 copy)]</i>  Consignee : <input type="checkbox"/> Issuing Bank <input type="checkbox"/> To Order, Blank Endorsed <input type="checkbox"/> Applicant <input type="checkbox"/> Others (please specify): _____  Freight : <input type="checkbox"/> Prepaid <input type="checkbox"/> Collect <input type="checkbox"/> Others (please specify): _____  Notify : <input type="checkbox"/> Applicant <input type="checkbox"/> Others (please specify): _____ _____	
<input type="checkbox"/> Delivery Order / Delivery Note  No. of Documents: _____ originals    _____ copies <i>[if not stated, defaults to 1 original &amp; 1 copy]</i> Content (e.g. Names of signatories, Passport number etc): <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 5px;"></div>	

☐ Insurance Certificate / Policy

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies [if not stated, defaults to 2 original &amp; 1 copy]

Insured Percentage \_\_\_\_\_ % invoice value [if not stated, defaults to 110% of invoice value]

Covering: ☐ ICC Marine Risk ☐ ICC "A" ☐ ICC "B" ☐ ICC "C" [if not ticked, defaults to ICC "A"]  
☐ ICC Air Risks

☐ Insurance open cover lodged with [insert Standard Chartered Bank entity]

☐ Insurance to be obtained at a later date

Details of Open Cover (e.g. Insurance Company Name, Reference No., Contact details etc):

**Attach additional sheets if there is insufficient space, to be signed by applicant's authorised signatories**
☐ Signed Invoices

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

☐ Packing List

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

☐ Certificate of Origin

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

Country of Origin: \_\_\_\_\_

☐ ESG/Sustainability Document

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

☐ Others (please specify): \_\_\_\_\_

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

☐ Others (please specify): \_\_\_\_\_

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

☐ Others (please specify): \_\_\_\_\_

No. of Documents: \_\_\_\_\_ originals \_\_\_\_\_ copies

**Additional Conditions:**
**Special Payment Conditions for Beneficiary:**
**Confirmation** (if not ticked, default to 'Not required'):

☐ Required ☐ Not Required

**Transferable** (if not ticked, default to 'No'):

☐ Yes ☐ No

**Advise Through Bank** (in addition to first advising bank – optional):

**Charges:**

- ☐ All charges outside issuing bank's country including but not limited to advising, reimbursement and telecommunications fees are for beneficiary's account.

- ☐ All charges are for applicant's account, except for the following:

- ☐ Confirmation Charges for account of

☐ Beneficiary

☐ Applicant

**Reimbursement:**

- ☐ The nominated bank may claim SWIFT reimbursement (if not ticked, default will be for issuing bank to honour upon receipt of clean documents)

- ☐ Others (please specify):

- ☐ Present documents within \_\_\_\_\_ days after shipment date

**Instructions to Issuing Bank**

- ☐ Utilise FX forward contract reference no.:

\_\_\_\_\_

- ☐ Debit all charges to our account no.:

\_\_\_\_\_

- ☐ In settlement, debit principal drawings from our account:

\_\_\_\_\_

- ☐ Use export master LC proceeds to settle this back to back LC

- ☐ Other Instructions (please specify):

In this Application Form, the "Bank" means ,  
with whom the Applicant has entered into an Agreement for banking facilities or services referred to in this Application Form, as may be amended from time to time.

The Applicant agrees to be bound by (A) (a) the Standard Terms, General Trade Terms and the relevant Trade Service Supplements, (b) the Global Master Trade Terms or (c) such other terms as agreed between parties, as the same may be updated or amended from time to time; and (B) the Sustainable Finance Terms, if this application is for a Sustainable Finance Transaction (as so defined in the Sustainable Finance Terms).

**Date:**

**S.V.**

**Applicant's Signature(s) and Stamp**

## Trade Service Supplement Issuance of LC / Back-to-Back LC

**This Trade Service Supplement supplements the General Trade Terms<sup>1</sup> and applies to an LC or Back-to-Back LC We issue on Your Instruction or otherwise on Your behalf.**

1. Unless otherwise specified in the Application Form:
    - (a) the LC must be issued subject to UCP which will be incorporated in the LC.
    - (b) the LC may be subject to URR, and if it is, URR will be incorporated in the LC.
  2. We retain the right to advise and/or restrict the availability to honour or negotiate the LC to such person(s) We specify, even if You stipulate otherwise in the Application Form.
  3. We will honour (for Your account) all presentations made in compliance with the terms of the LC.
  4. We may reject any non-complying presentation under the LC even if:
    - (a) We have Notified You that the presentation was compliant; or
    - (b) You Instruct Us to waive all discrepancies We have advised You.
  5. If We receive a complying presentation We will comply with Our Reimbursable Payment Obligation even if We mistakenly inform You that the presentation was non-compliant. We are not liable to You for any Losses You suffer or incur as a result of such mistake.
  6. We may select the advising bank without consulting You even if You stipulate an advising bank in the Application Form.
  7. You must ensure that any goods under the LC are permitted to be imported in the relevant country. If We need to inspect the import licence, You must provide the original of such import licence to Us at the time of Your application.
  8. The terms in this Trade Service Supplement will extend to all extensions, renewals, amendments, modifications, replacements or variations of the LC.
- The following additional provisions will apply if We issue any Back-to-Back LC on Your Instruction or otherwise on Your behalf,
9. Where the master credit is not advised by Us, You will promptly notify Us upon becoming aware of any amendment proposed to be made to the master credit. You will not agree or reject any amendment to the master credit without Our consent. Any amendment to the slave credit will require Our consent and will only take effect after We receive consent from the relevant parties to the slave credit.
  10. Where both the master credit and the slave credit call for the application of CIF terms in accordance with Incoterms® 2000, 2010 or 2020 as applicable, We may in the slave credit stipulate an insured value plus an appropriate higher percentage to match the insured value plus percentage required by the master credit, to avoid the master credit being "underinsured".
  11. After documents are presented under the slave credit, You will on Our demand deliver to Us Your Draft, Your invoice and any other document required to facilitate a complying presentation under the master credit.
  12. We may:
    - (a) retain possession of any document presented under the slave credit;
    - (b) take any action including presenting documents to obtain payment under the master credit;
    - (c) negotiate or discount the master credit; and
    - (d) apply the proceeds of any drawing under the master credit to pay the corresponding drawing under the slave credit irrespective of any discrepancy in any document presented under the slave credit.
  13. You will not, without Our prior written consent, assign any of the proceeds of the master credit to any person.

<sup>1</sup>This Trade Service Supplement shall not apply if You have signed the Banking Facility Letter with the Global Master Credit Terms (Uncommitted) and the Global Master Trade Terms or the General Banking Terms and Conditions ("CB Booklet"). Please refer to the Global Master Trade Terms or the CB Booklet for the terms applicable to this service.