



## Checklist

Instructions for issuance of irrevocable Letter of Credit

Please follow these instructions when requesting your bankers to issue the L/C:

<b>Seller (Name and full address):</b>   <b>e-mail:</b> <input type="text"/>	<b>Buyer (Name and full address):</b>   <b>e-mail:</b> <input type="text"/>										
<b>The L/C should be advised to DNB Bank ASA (SWIFT: DNBANOKK)</b>  <input type="checkbox"/> Without adding their confirmation <input checked="" type="checkbox"/> Adding their confirmation	<b>Payable with DNB Bank ASA</b> <input type="checkbox"/> at sight <input type="checkbox"/> at <input type="text"/> days from date of Bill of Lading <input type="checkbox"/> at <input type="text"/> days after sight										
<b>Description of goods:</b>     <b>Quantity:</b> <input type="text"/> +/- <input type="text"/> % <b>Unit price:</b> USD <input type="text"/> <b>Total amount:</b> USD <input type="text"/> +/- <input type="text"/> %  <b>As per Contract/Order/Proforma Invoice</b> <b>No:</b> <input type="text"/> <b>dated:</b> <input type="text"/>	<input type="checkbox"/> Partial Shipment <input type="checkbox"/> Transshipment <b>Charges in advising bank for:</b> <input type="checkbox"/> Buyer's account <input type="checkbox"/> Seller's account  <b>Terms of delivery - Incoterms 2010:</b> <table><tr><td><input type="checkbox"/> EXW</td><td><input type="checkbox"/> CIF</td></tr><tr><td><input type="checkbox"/> FCA</td><td><input type="checkbox"/> CIP</td></tr><tr><td><input type="checkbox"/> FAS</td><td><input type="checkbox"/> DAT</td></tr><tr><td><input type="checkbox"/> FOB</td><td><input type="checkbox"/> DDP</td></tr><tr><td><input type="checkbox"/> CFR</td><td><input type="text"/></td></tr></table> <b>Shipment:</b> <b>From</b> <input type="text"/> <b>To</b> <input type="text"/>	<input type="checkbox"/> EXW	<input type="checkbox"/> CIF	<input type="checkbox"/> FCA	<input type="checkbox"/> CIP	<input type="checkbox"/> FAS	<input type="checkbox"/> DAT	<input type="checkbox"/> FOB	<input type="checkbox"/> DDP	<input type="checkbox"/> CFR	<input type="text"/>
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<input type="checkbox"/> FOB	<input type="checkbox"/> DDP										
<input type="checkbox"/> CFR	<input type="text"/>										
<b>Documents to be presented:</b> <input type="checkbox"/> Commercial Invoice in <input type="text"/> copies <input type="checkbox"/> Ocean/marine Bill of Lading <input type="checkbox"/> Multimodal transport Bill of Lading <input type="checkbox"/> Airway Bill <input type="checkbox"/> CMR (Truck Bill of Lading) <input type="checkbox"/> Certificate of origin <input type="checkbox"/> Certificate of insurance (CIF/CIP Terms) for 110% of the invoice value	<b>Special Conditions:</b> <ol style="list-style-type: none"><li>1. Latest date of shipment: <input type="text"/></li><li>2. Documents to be presented within <input type="text"/> days after shipment</li><li>3. Expiry date of the L/C: <input type="text"/> <input type="checkbox"/> L/C to be opened within: <input type="text"/> <input type="checkbox"/> The buyer shall send the L/C application for approval prior to issuance of the L/C. <input type="text"/> <input type="text"/></li></ol> The L/C must be issued subject to the UCP for Documentary Credits in force issued by ICC, Paris.										
<b>Other documents (please specify):</b>  <input type="checkbox"/> <input type="text"/> <input type="checkbox"/> <input type="text"/> <input type="checkbox"/> <input type="text"/> <input type="checkbox"/> <input type="text"/>  <i>NB! Should there for any reason be a requirement in the documentary Credit for other documents, this should be agreed upon prior to the issuance of the Credit.</i>	<b>Place and date</b> <input type="text"/>  <b>Seller (Name &amp; signature)</b> <input type="text"/>  <b>Buyer (Name &amp; signature)</b> <input type="text"/>										