

[Date]

[Beneficiary Name]

[Beneficiary Address]

[City, State, Zip Code]

Subject: Notification of Issuance of Confirmed Irrevocable Letter of Credit

Dear [Beneficiary Name],

We are pleased to inform you that at the request of our applicant, [Applicant Name], we have issued an Irrevocable Letter of Credit in your favor.

Letter of Credit Details:

- **LC Number:** [LC Reference Number]
- **Issuing Bank:** [Issuing Bank Name]
- **Confirming Bank:** [Confirming Bank Name]
- **Amount:** [Currency and Amount]
- **Expiry Date:** [Date of Expiry]
- **Place of Expiry:** [City/Country]

Please note that this Letter of Credit has been **confirmed** by [Confirming Bank Name]. By adding our confirmation, we undertake to honor your draft(s) and/or documents presented in strict compliance with the terms and conditions stated in the credit.

The original instrument has been transmitted via [SWIFT/Registered Mail] to your advising bank, [Advising Bank Name].

Please examine the terms and conditions of the credit carefully. If you find any discrepancies or are unable to comply with any requirements, please contact the applicant immediately to arrange for an amendment.

Yours faithfully,

[Authorized Signature]

[Name and Title]

[Bank Name/Department]