

[Bank Name]
[Bank Address]
[City, State, Zip Code]
[Date]

To: [Beneficiary Name]
[Beneficiary Address]
[City, State, Zip Code]

Subject: Advice of Letter of Credit and Request for Confirmation

Dear Sir/Madam,

We wish to inform you that we have received an irrevocable Letter of Credit (L/C) issued in your favor by [Issuing Bank Name], [City, Country], under reference number [L/C Number] dated [L/C Issue Date] for the amount of [Currency/Amount].

As per the instructions of the Issuing Bank, we are hereby advising this Letter of Credit to you. Please find the full terms and conditions attached.

Furthermore, the Issuing Bank has requested that we add our confirmation to this credit. We are pleased to inform you that [Bank Name] has added its confirmation to this Letter of Credit. By doing so, we undertake to honor your presentation of documents, provided they strictly comply with the terms and conditions of the credit.

Please note that our confirmation is subject to the following conditions:

- Adherence to the Uniform Customs and Practice for Documentary Credits (UCP 600).
- Payment of our confirmation and advising fees in the amount of [Fee Amount].
- All documents must be presented through our counters.

Please examine the enclosed original instrument carefully. If you find any terms that you cannot fulfill, please contact the Applicant immediately to arrange for an amendment through the Issuing Bank.

Kindly acknowledge receipt of this advice by signing and returning the attached copy.

Yours faithfully,

[Authorized Signature]
[Name and Title]
[Department Name]