

[Your Company Letterhead]

[Date]

To: [Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Waiver of Discrepancies

Dear International Trade Department,

LC Reference Number: [Insert LC Number]

Draft/Invoice Amount: [Insert Amount and Currency]

Beneficiary: [Insert Seller/Exporter Name]

We have been notified of the following discrepancies found in the documents presented under the above-mentioned Letter of Credit:

- [Discrepancy 1: e.g., Late Shipment]
- [Discrepancy 2: e.g., Description of goods differs from LC]
- [Discrepancy 3: e.g., Documents presented after expiry]

We hereby formally waive all the listed discrepancies and authorize you to honor the presentation and make payment/acceptance to the beneficiary at maturity.

Please debit our account number [Insert Account Number] for the payment amount plus any applicable discrepancy fees and bank charges.

Please release the original documents to us immediately upon receipt of this waiver.

Sincerely,

[Authorized Signature]

[Name and Title]

[Company Name]