

Date: [Insert Date]

To: [Bank Name]

Department: [Trade Finance / International Division]

Address: [Bank Address]

Subject: Waiver of Discrepancies for Letter of Credit

Reference Number: [Insert LC Number]

Beneficiary: [Insert Beneficiary Name]

Drawing Amount: [Insert Currency and Amount]

Dear Sir/Madam,

We have been notified of the following discrepancies regarding the documents presented under the above-referenced Letter of Credit:

- [Insert Discrepancy 1, e.g., Invoice number mismatch]
- [Insert Discrepancy 2, e.g., Late presentation of documents]
- [Insert Discrepancy 3, e.g., Missing signature on packing list]

We hereby formally waive all the listed discrepancies and authorize you to effect payment to the beneficiary for the full value of the drawing.

We confirm that our waiver of these discrepancies does not prejudice our rights regarding any future presentations under this Letter of Credit. Please debit our account number [Insert Account Number] for the payment amount plus any applicable discrepancy fees and bank charges.

Please notify the negotiating/confirming bank of our acceptance and the payment value date immediately.

Yours faithfully,

[Authorized Signature]

[Print Name]

[Job Title]

[Company Name]