[Date]

To: [Presenting Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Notice of Refusal for Import Documentary Collection

Reference Number: [Your Reference/Account Number]

Collection Reference: [Bank's Collection Number]

Draft/Invoice Amount: [Currency and Amount]

Dear Sir/Madam,

We refer to the documents presented for payment/acceptance under the above-mentioned documentary collection. We hereby notify you that we are refusing to honor the documents due to the following discrepancies:

- [Discrepancy 1: e.g., Late shipment beyond the agreed date]
- [Discrepancy 2: e.g., Description of goods on invoice does not match the purchase order]
- [Discrepancy 3: e.g., Missing original Bill of Lading]

As a result of these discrepancies, we are unable to accept the documents or authorize payment at this time. We are currently holding the documents at your risk and disposal.

We are in communication with the seller (the Drawer) regarding these issues. Please await further instructions or indicate if you require the documents to be returned to you immediately.

Sincerely,

[Authorized Signature]
[Printed Name]
[Company Name]