

Date: [Insert Date]

To:
The Manager,
[Bank Name],
[Branch Address],
[City, Country]

Subject: Tracer for Pending Remittance - Letter of Credit No: [LC Number]

Dear Sir/Madam,

We are writing to follow up on the status of the remittance concerning the above-mentioned Letter of Credit (LC), which was negotiated through your bank on [Date of Negotiation].

The details of the transaction are as follows:

- **LC Number:** [Insert LC Number]
- **LC Amount:** [Insert Amount and Currency]
- **Our Reference No:** [Insert Your Reference Number]
- **Beneficiary:** [Insert Beneficiary Name]
- **Value Date:** [Insert Expected Payment Date]

As of today's date, we have not yet received the credit advice or confirmation of funds in our account. We request you to kindly look into this matter and provide us with the current status of the payment or the swift copy of the remittance if the transfer has already been initiated.

In case there are any discrepancies or further documents required from our end, please notify us immediately to avoid further delays.

Thank you for your prompt attention to this matter.

Yours faithfully,

[Your Name/Signature]
[Your Designation]
[Company Name]