

DATE: [Insert Date]

TO:

[Issuing Bank Name]

[Trade Finance/International Department]

[Bank Address]

[City, Country]

SUBJECT: URGENT TRACER - UNPAID PRESENTATION

LC Reference Number: [Insert LC Number]

Our Reference Number: [Insert Your Ref Number]

Drawing Amount: [Insert Currency and Amount]

Date of Presentation: [Insert Date Documents Sent]

Dear Sir/Madam,

We refer to our presentation of documents under the above-mentioned Letter of Credit, which were dispatched to your office via [Courier Name] under tracking number [Insert Tracking Number] and received by you on [Insert Receipt Date].

As of today's date, we have not received payment or any notice of discrepancy regarding these documents. We wish to remind you that under UCP 600 guidelines, the issuing bank has a maximum of five banking days following the day of presentation to determine if a presentation is complying.

Please provide an immediate status update regarding the settlement of this drawing. If payment has already been remitted, please provide the value date and MT103/payment reference details.

We look forward to your urgent response via SWIFT/Email.

Sincerely,

[Your Name/Authorized Signature]

[Your Company Name]

[Your Contact Information]