

Date: [Insert Date]

To:

The Manager,
[Reimbursing Bank Name],
[Bank Address],
[City, Country]

Subject: FINAL REMINDER: Outstanding Reimbursement Claim under LC No. [LC Number]

Dear Sir/Madam,

We are writing to bring to your urgent attention that we have yet to receive payment for our reimbursement claim submitted on [Original Submission Date] for the amount of [Currency and Amount].

This claim pertains to the following Letter of Credit:

- **LC Reference Number:** [LC Number]
- **Issuing Bank:** [Issuing Bank Name]
- **Our Reference Number:** [Your Reference Number]
- **Claim Amount:** [Currency and Amount]
- **Value Date Requested:** [Original Value Date]

Despite our previous reminders dated [Date of 1st Reminder] and [Date of 2nd Reminder], the funds have not been credited to our account. As the nominated/negotiating bank, we have complied with all terms and conditions of the Credit, and the reimbursement is now significantly overdue.

Please note that we reserve the right to claim interest for the period of delay at the prevailing market rate, along with any associated communication charges.

We request you to remit the funds immediately to our account as per the standing instructions. Please provide the MT202 remittance details by return email or SWIFT to [Your SWIFT Code].

If payment has already been initiated, please disregard this notice and provide the transaction reference for our records.

Yours faithfully,

[Your Signature]
[Your Name/Title]
[Your Bank/Department Name]