

[Company Letterhead]  
[Date]

To: [Name of Advising/Confirming Bank]  
[Bank Address]  
[City, State, Zip Code]

**RE: Notice of Assignment of Proceeds for Letter of Credit No: [LC Number]**

Dear Sir/Madam,

We, [Your Company Name], the Beneficiary of the above-referenced Letter of Credit issued by [Issuing Bank Name] in the amount of [Currency and Amount], hereby irrevocably authorize and instruct you to pay the proceeds due to us under this Letter of Credit as follows:

**Assignee Details:**

Name of Assignee: [Name of Assignee/Entity]  
Address: [Assignee Address]  
Bank Name: [Assignee Bank Name]  
Account Number/IBAN: [Account Number]  
SWIFT/BIC Code: [SWIFT Code]

**Amount to be Assigned:**

Full proceeds of the Letter of Credit.  
 Partial proceeds in the amount of [Specify Amount].

This assignment is subject to your receipt of complying documents under the Letter of Credit and the honor of the credit by the Issuing Bank. We understand that this assignment of proceeds does not constitute a transfer of the Letter of Credit itself and that we remain responsible for the performance of the terms and conditions of the credit.

This instruction is irrevocable and cannot be amended or cancelled without the prior written consent of the Assignee. Please acknowledge receipt of this notice and confirm your agreement to act in accordance with these instructions.

Yours faithfully,

[Authorized Signature]  
[Name and Title]  
[Company Name]

---

**Acknowledgement by Bank:**

We hereby acknowledge receipt of the above Notice of Assignment and agree to act in accordance with the instructions contained therein, subject to our standard terms and conditions.

[Bank Authorized Signature]

[Date]