

[Date]

[To: Name of Issuing Bank]
[Address of Bank - International Trade Department]
[City, State, Zip Code]

RE: SIGHT DRAFT / FORMAL DEMAND FOR PAYMENT

Standby Letter of Credit Number: [Insert SBLC Number]
Date of Issuance: [Insert Date]
Amount of Draw: [Insert Currency and Amount in Figures]

To the Manager of the Letter of Credit Department,

We, [Beneficiary Name], hereby certify that [Applicant Name] has failed to fulfill their financial obligations under the terms of the agreement dated [Date of Agreement] between [Beneficiary Name] and [Applicant Name].

Specifically, the Applicant has failed to pay the sum of [Insert Amount in Words] ([Insert Amount in Figures]) which is now past due and remains unpaid despite formal demand.

In accordance with the terms of the Standby Letter of Credit referenced above, we hereby demand immediate payment of [Insert Amount]. Please remit the funds via wire transfer to the following account:

Bank Name: [Insert Your Bank Name]
Account Name: [Insert Your Account Name]
Account Number/IBAN: [Insert Number]
SWIFT/BIC Code: [Insert Code]
Reference: [Insert Reference Number]

We confirm that all required supporting documentation, as specified in the Standby Letter of Credit, is attached hereto.

Sincerely,

[Signature]
[Printed Name]
[Title]
[Beneficiary Company Name]