

Date: [Insert Date]

To: [Name of Issuing/Confirming Bank]

Address: [Bank Address Line 1]

[Bank Address Line 2]

Attention: Letter of Credit/Trade Finance Department

Subject: Formal Drawing Request under Standby Letter of Credit No. [Insert SBLC Number]

Dear Sir/Madam,

We, [Insert Beneficiary Name], hereby present our formal demand for payment under the terms of the Standby Letter of Credit (SBLC) referenced above, issued on [Insert Issuance Date] in the amount of [Insert Currency and Amount].

In accordance with the terms and conditions of the SBLC, we certify that:

- The Applicant, [Insert Applicant Name], has failed to fulfill their contractual obligations towards the Beneficiary.
- The amount of [Insert Amount to be Drawn] is now due and remains unpaid.
- This demand is made in full compliance with the requirements set forth in the original SBLC instrument.

Please remit the total sum of [Insert Currency and Amount] to the following bank account via wire transfer:

Bank Name: [Beneficiary Bank Name]

Bank Address: [Beneficiary Bank Address]

SWIFT/BIC: [Insert SWIFT Code]

IBAN/Account No: [Insert Account Number]

Account Name: [Insert Beneficiary Account Name]

Enclosed with this letter are the following required documents as specified in the SBLC:

- [Document 1: e.g., Original SBLC and Amendments]
- [Document 2: e.g., Signed Statement of Default]
- [Document 3: e.g., Copy of Unpaid Invoice]

We look forward to receiving the funds within the timeframe specified in the SBLC terms.

Sincerely,

[Signature]

[Printed Name]

[Title/Position]

[Beneficiary Company Name]