

## IMPORT LETTER OF CREDIT (LC) APPLICATION FORM

To,  
 The Branch Head  
 CSB Bank Ltd.

Date \_\_\_\_\_

\_\_\_\_\_ Branch

Importer Exporter Code (IEC) no.: \_\_\_\_\_

Legal Entity Identifier (LEI) no.: \_\_\_\_\_

I/We, the undersigned being duly authorised by the below mentioned applicant, hereby request you to issue an irrevocable documentary Letter of Credit ("Credit") as per the details given below and against the limit sanctioned to us. I/We hereby agree and confirm that the Credit is subject to the sanctioned terms and conditions between the below mentioned applicant and CSB Bank Limited.

I/We state that the applicant shall pay the requisite stamp duty on the Letter of Credit (or documents presented under it) as may be payable under the extant laws.

Unless otherwise expressly stated in the application, the credit is subject to the Uniform Customs and Practice for Documentary Credits (UCPDC) as per the latest International Chamber of Commerce (ICC) publication.

| PARTICULARS                                | DETAILS                                                  |
|--------------------------------------------|----------------------------------------------------------|
| TYPE OF LC                                 |                                                          |
| 40E: APPLICABLE RULES                      |                                                          |
| 31C : DATE OF ISSUE                        |                                                          |
| 31D: DATE AND PLACE OF EXPIRY              | _____<br>PLACE _____                                     |
| APPLICANT BANK                             | CSB BANK LIMITED                                         |
| 50: NAME & ADDRESS OF THE APPLICANT        | _____<br>_____<br>_____                                  |
| 59: NAME, ADDRESS & LEI OF THE BENEFICIARY | _____<br>_____<br>_____                                  |
| 32B: CURRENCY AND AMOUNT OF CREDIT         | USD/EUR/GBP/ _____<br>(PLEASE SPECIFY CURRENCY)<br>_____ |

|                                                                                                                                               |                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| 39B: MAXIMUM CREDIT AMOUNT                                                                                                                    |                                                                                 |
| PERCENTAGE CREDIT AMOUNT<br>TOLERANCE                                                                                                         | TOLERANCE: + (PLUS) _____ %<br>- (MINUS) _____ %                                |
| CREDIT AVAILABLE WITH                                                                                                                         | ANY BANK<br>NOMINATED BANK (SPECIFY)<br>_____<br>_____<br>_____                 |
| CREDIT AVAILABLE BY                                                                                                                           |                                                                                 |
| 42C: DRAFTS AT*                                                                                                                               | SIGHT<br>_____ DAYS FROM THE DATE OF<br>_____<br>OTHER, PLEASE SPECIFY<br>_____ |
| DEFERRED PAYMENT DETAILS*                                                                                                                     | _____ DAYS FROM THE DATE OF SHIPMENT<br>OTHER, PLEASE SPECIFY<br>_____          |
| * NOTE: -<br>- DRAFT IS MANDATORY, IF LC IS AVAILABLE BY 'ACCEPTANCE'.<br>- DRAFT IS NOT APPLICABLE IF LC IS AVAILABLE BY 'DEFERRED PAYMENT'. |                                                                                 |
| 42A: DRAWEE                                                                                                                                   | BANK NAME: _____<br>ADDRESS: _____<br>SWIFT CODE: _____                         |
| 43P: PARTIAL SHIPMENT                                                                                                                         |                                                                                 |
| 43T: TRANSshipment                                                                                                                            |                                                                                 |
| 44A: PLACE OF RECEIPT                                                                                                                         |                                                                                 |
| 44E: PORT OF LOADING /AIRPORT OF DEPARTURE                                                                                                    |                                                                                 |
| 44F: PORT OF DISCHARGE /AIRPORT OF DESTINATION                                                                                                |                                                                                 |
| 44B: PLACE OF DELIVERY                                                                                                                        |                                                                                 |
| LATEST DATE OF SHIPMENT                                                                                                                       | _____<br>(SHIPMENT PERIOD, PLEASE SPECIFY)<br>_____                             |
| 45A: DESCRIPTION OF GOODS OR SERVICES                                                                                                         |                                                                                 |
| TYPE OF GOODS                                                                                                                                 |                                                                                 |
| IMPORT LICENSE DETAILS                                                                                                                        |                                                                                 |
| INCOTERMS                                                                                                                                     | _____                                                                           |
| PURCHASE ORDER (PO)/PROFORMA INVOICE (PI) DETAILS                                                                                             |                                                                                 |

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| INSURANCE DOCUMENT BY APPLICANT<br>(IN CASE OF APPLICABLE INCOTERMS) | APPLICANT TO PROVIDE<br>INSURANCE DOCUMENT:<br>INSURER: _____<br>POLICY NO.: _____<br>ISSUED ON: _____<br>VALID TILL: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 46A: DOCUMENTS REQUIRED<br>(KINDLY TICK THE BOX FOR INCLUSION)       | <p>1. SIGNED COMMERCIAL INVOICE IN _____ ORIGINALS AND _____ COPIES</p> <p>2. FULL SET OF ORIGINAL SIGNED CLEAN ON-BOARD BILL OF LADING AND _____ COPIES, CONSIGNED TO THE ORDER OF CSB BANK LIMITED/TO ORDER, BLANK ENDORSED, MARKED, "FREIGHT PREPAID/COLLECT", NOTIFY CSB BANK LIMITED (FULL ADDRESS) AND THE APPLICANT (FULL ADDRESS) OR</p> <p>ONE ORIGINAL SHIPPER'S AIRWAY BILL AND _____ COPIES, CONSIGNED TO CSB BANK LIMITED, MARKED "FREIGHT PREPAID/COLLECT", NOTIFY CSB BANK LIMITED (FULL ADDRESS) AND THE APPLICANT (NAME AND FULL ADDRESS). AIRWAY BILL MUST INDICATE FLIGHT NO AND DATE.</p> <p>3. MARINE/AVIATION INSURANCE POLICY OR CERTIFICATE (ORIGINAL PLUS COPY) DATED NOT LATER THAN THE DATE OF BILLS OF LADING/AIRWAY BILL SIGNED AND ISSUED BY INSURANCE COMPANY/UNDERWRITER OR THEIR AGENT MADE TO ORDER AND BLANK ENDORSED IN CURRENCY OF THE CREDIT FOR 110% OF CIF INVOICE VALUE, COVERING:</p> <ul style="list-style-type: none"> <li>• FOR MARINE SHIPMENT: INSURANCE CARGO CLAUSE A, INSTITUTE WAR CLAUSES (CARGO), INSTITUTE STRIKE CLAUSE (CARGO), EXTENDED COVER FOR TRANSSHIPMENT RISK (IF APPLICABLE), THEFT PILFERAGE, BREAKAGE AND NON-DELIVERY, INSTITUTE TRANSIT CLAUSES FOR WAREHOUSE-TO-WAREHOUSE COVER WITH CLAIMS PAYABLE IN INDIA IRRESPECTIVE OF PERCENTAGE.</li> <li>• FOR AIR SHIPMENT: INSTITUTE (AIR) CLAUSES, INCLUDING (WHERE APPLICABLE) TRANSSHIPMENT RISKS. INSURANCE OPEN COVER LODGED WITH ISSUING BANK.</li> </ul> <p>4. SHIPPING COMPANIES OR THEIR AGENTS CERTIFICATE (IN DUPLICATE) STATINNG THAT THE CARRYING VESSEL NAMED IN THE BILL OF LADING IS A SEAWORTHY VESSEL, NOT MORE THAN 25 YEARS OLD, HAS APPROVED UNDER INSTITUTUTE CLASSIFICATION CLAUSE (CLASS MAINTAINED EQUIVALENT TO LLOYDS 100 A1) AND HAS BEEN REGISTERED WITH AN APPROVED CLASSIFICATION SOCIETY (CERTIFICATE TO SPECIFY THE NAME OF THE CERTIFICATTION SOCIETY).</p> <p>5. PACKING LIST IN ____ ORIGINAL AND ____ COPIES</p> <p>6. CERTIFICATE OF ORIGIN IN ____ ORIGINALS AND ____ COPIES ISSUED BY _____</p> <p>7. OTHERS, PLEASE SPECIFY</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |

|                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| 47A: ADDITIONAL CONDITIONS            | 1.ALL DOCUMENTS MUST BE IN ENGLISH<br><br>2.IF BILLS ARE RECEIVED WITH DISCREPANCIES, A DISCREPANCY FEE OF _____ WILL BE CHARGED, EVEN IF THE DISCREPANCIES ARE ACCEPTED BY US AND THE APPLICANT. THIS WILL BE DEDUCTED FROM THE BILL PROCEEDS<br><br>3.TRANSPORT DOCUMENTS BEARING REFERENCE BY STAMP OR OTHERWISE TO COST ADDITIONAL TO THE FREIGHT CHARGES ARE NOT ACCEPTABLE<br><br>4.ALL DOCUMENTS MUST MENTION OUR LC NUMBER AND DATE<br><br>5.STALE DOCUMENTS ARE NOT ACCEPTABLE.<br><br>6.NEGOTIATING BANK SHALL SEND THE COMPLETE SET OF DOCUMENTS IN ONE LOT TO CSB BANK LIMITED (ADDRESS OF THE ISSUING BRANCH/DOCUMENT HANDLING BRANCH NAME).<br><br>OTHER (PLEASE SPECIFY)<br>_____<br>_____<br>_____<br>_____<br>_____ |
| 71B: CHARGES                          | ALL CHARGES TO THE ACCOUNT OF _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 48: PERIOD OF PRESENTATION            | DOCUMENTS SHOULD BE PRESENTED WITHIN 21 DAYS FROM OR AFTER THE DATE OF SHIPMENT<br><br>OTHER (PLEASE SPECIFY): _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 49: CONFIRMATIOON INSTRUCTIONS        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| ADVISE THROUGH                        | NAME OF THE BANK:<br>ADDRESS:<br>SWIFT DETAILS: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| ANY OTHER CONDITIONS (PLEASE SPECIFY) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

#### NOTE

- Please attach additional page duly signed, for any additional documents/special conditions, which will form part of this application
- Authorised signatory must be authorised as per the BR to avail this facility
- You are also authorised to debit my account number \_\_\_\_\_ maintained with your bank for all applicable charges.

## DECLARATION

Under Section 10(5), Chapter III of the Foreign Exchange Management Act, 1999

- I/We hereby declare that the transaction covered under the credit (the “transaction”), does not involve, and is not designed for the purpose of any contravention of the provisions of the Foreign Exchange Management Act 1999 or of any rule, regulation, notification, direction or order made thereunder. I/We also hereby agree and undertake to give such information/documents as will reasonably satisfy you about the transaction in terms of above declaration.
- I/We also undertake that if I/we refuse to comply with any such requirements or make only unsatisfactory compliance there with, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention/evasion is contemplated by me/us report the matter to Reserve Bank of India. I/We declare and understand that the foreign exchange to be acquired by me/us pursuant to this application shall be used by me/us only for the purpose for which it is acquired and that the conditions subject to which the exchange is granted will be complied with.
- I/We also declare that the transaction does not have linkage with specially designated nations and blocked person (SDN) countries listed under OFAC/UN sanctions in any manner. I/We undertake not to hold CSB Bank responsible for any of its action or inaction in respect of the OFAC-linked/UN sanctioned transactions.
- I/We further declare that I/we shall furnish information relating to this transaction as sought by any authority/government/agency now or later. I/We also authorise to CSB Bank to make available any of the material pertaining to my/our transaction to any authority/agency/entity without referring the matter to me/us.
- I/We also undertake to submit the relative exchange control copy or importer’s copy of BoE/BoE details in lieu of exchange control copy under IDPMS/postal wrappers to you immediately after clearance of the said goods, in any case within 3 months from the date of remittance/payment. Further, I/we declare that the items imported will be used/disposed of as per the provision contained in the policy/procedure. I/We further declare that the undersigned has the authority to give the declarations, undertakings and instructions as above, on behalf of the Company. I/We confirm that, neither I/we nor this transaction is under any investigation with any regulatory or law enforcing agency.
- We hereby irrevocably and unconditionally agree to indemnify and hold CSB Bank, at all times, fully harmless from and against any and all delays, charges, costs, expenses, claims, liabilities, losses, or penal interest of whatever nature that may arise, result from, or be attributable to the funds being placed on hold, withheld, restrained, or otherwise kept pending by the Nostro banker pursuant to their internal compliance checks or related due-diligence procedures. We further acknowledge that such actions by the Nostro banker are beyond the control of CSB Bank, and accordingly, we undertake that no responsibility, obligation, or liability shall accrue to CSB Bank in relation thereto.

I/We hereby confirm and certify that:

- The goods imported/being imported by us under the credit are not covered under negative list of imports as mentioned in latest export & import policy in practice and amendments thereto till date.
- I/We are eligible to import the above-mentioned goods under OGL (Open General License)
- The said goods imported/being imported by us are under specific license, original provided for endorsement.

License no. : \_\_\_\_\_ Dated \_\_\_\_\_

For Amount \_\_\_\_\_ Valid Upto \_\_\_\_\_

- ITC (HS) classification code no. \_\_\_\_\_
- Please collect margin and charges from account no. \_\_\_\_\_
- In case, FD is created for margin, please mention FD no. \_\_\_\_\_.

Thanking you,

\_\_\_\_\_  
Authorised signatory (ies)

\_\_\_\_\_  
Company name and stamp