

## Finance Service:

### Finance offer a wide range of products

- \* Letters of Credit at Sight
- \* Usance Letters of Credit
- \* Standby Letters of Credit
- \* Bank Guarantees
- \* Performance Guarantees
- \* Demand Guarantees
- \* POF Messages
- \* Pre-Advice Message
- \* Comfort Letters
- \* Ready Willing and Able (RWA) Messages

### Documents Required

- 1 Filled in application form (Application Form Attached)
- 2 Verbiage required in the instrument for SBLC & BG / Proforma Invoice for DLC
- 3 Trade license of your company
- 4 Share Holders List
- 5 Passport copy of main applicant
- 6 Three years audited balance sheet ( Not Mandatory )
- 7 Six months latest bank statements ( Not Mandatory )

### Issuance Procedure:

- 1 After acquiring all the above documents / information, we will select the issuing bank / financial institution and finalize the draft for your review.
- 2 Upon receiving the draft copy of the instrument, you must thoroughly review the draft for any corrections, additions or removal of information. Should there be any amendments, we can amend the draft accordingly to match your preferences. Once the draft is approved, you will need to send us a copy of the draft with a sign and stamp on it as your approval.
- 3 We will raise the invoice for the agreed charges (charges include margin money, processing fee and professional charges) and you will make the payment against the invoice.
- 4 Only after we receive the payment for the raised invoice, the Issuing Bank / Financial Institution will issue and relay the instrument through swift within 48-96 hours after remittance.
- 5 Simultaneously we will send you the issued copy through email for your reference and record.

### Important Note

Our fees depend on each transaction, considering the value, validity, which bank it is going and who will be the issuer. We require an application form or Proforma Invoice to understand the deal only then we can give you a proper cost to it.