**CIRCULAR LETTER OF CREDIT**

…………..…………..

…………..…………..

Date ........................

No . ..................................

Rs . ..................................

Gentlemen,

Through this letter, we introduce to you with Shri X You are required to provide such funds as Shri X requires upto the amount of Rs …………..against sight drafts drawn on this office. You may negotiate those drafts at your buying rate for banker's cheque on.......................and each draft should be marked as drawn under this Letter of Credit and should be signed in accordance with the specimen signature on the Letter of Indication of the same number.

2. This letter shall remain in force for six months after this date and we engage that drafts drawn under this letter will be honoured if negotiated within six months from this date.

3. The amount of each draft drawn under this letter must be inscribed on the back of this letter and this letter must be cancelled and attached to the last draft drawn under this letter.

Yours faithfully,

For…………..Bank Manager

To

M/s…………..…………..

…………..…………..

…………..…………..

Reverse side of the letter of credit

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