

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Subject: Letter of Credit Certificate

Dear [Recipient's Name],

We hereby confirm the issuance of a Letter of Credit in favor of [Beneficiary's Name] for the amount of [Amount] under the reference number [LC Number]. This Letter of Credit is issued in accordance with the terms and conditions outlined in our agreement dated [Agreement Date].

The validity of this Letter of Credit is from [Start Date] to [End Date], and it is subject to the rules of [Applicable Rules, e.g., UCP 600].

Please find enclosed all necessary details regarding this transaction.

Should you have any questions or require further clarifications, do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]

[Your Email Address]

[Enclosures: Specific details of the LC]