

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: Letter of Credit Certificate

Dear [Recipient's Name],

This letter serves as a confirmation of the issuance of a Letter of Credit (LC) under the terms agreed upon between [Your Company Name] and [Beneficiary's Name].

Details of the Letter of Credit are as follows:

- LC Number: [LC Number]
- Amount: [Amount in Words and Figures]
- Issuance Date: [Issuance Date]
- Expiration Date: [Expiration Date]
- Beneficiary: [Beneficiary's Name]
- Payment Terms: [Payment Terms]
- Goods/Services Covered: [Description of Goods/Services]

We affirm that the terms are binding and will be upheld in accordance with the specified conditions. For any inquiries, please do not hesitate to contact us at [Your Contact Information].

We appreciate your cooperation in this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]