



Letter of Credit Information

Please instruct your bank to open and issue the letter of credit in accordance with the following terms and subject to the Uniform Customs and Practices for Documentary Credits, International chamber of Commerce Publication 500 (revisions currently in force).

Dunlee requires the following:

- The letter of credit shall be irrevocable.
- The letter of credit shall be confirmed by a first class U.S. bank and be freely negotiable at any U.S. bank. Dunlee's preferred bank is Bank of America.
- The letter of credit shall show as the beneficiary Dunlee, 555 North Commerce Street, Aurora, Illinois 60504.
- The letter of credit shall be payable in U.S. dollars.
- The letter of credit shall be payable at sight at the counters of the U.S. bank.
- The letter of credit shall not be transferable.
- The letter of credit shall show that all banking charges incurred inside and outside the beneficiary's country are for the account of the applicant.
- Partial shipment shall/shall not be allowed at the beneficiary's discretion.
- Transshipments shall be allowed.
- The letter of credit shall be valid for at least 120 days or as per contract.
- The letter of credit shall allow for a minimum 21 days after the required transport document date for presentation of documents at the counters of the U.S. bank.
- No orders can be shipped until the original letter of credit is received at Dunlee.
- The commercial invoice and transport documents shall show consignee as the issuing bank and include instructions to notify the applicant.
- Any shipping documents required shall show as the origin any U.S. airport.
- The letter of credit shall include the housing value if applicable.

Special Instructions: If freight must be prepaid to the destination, the cost of inland freight, handling, documentation, airport transfers, and air freight charges must be included in the letter of credit amount. (CIF, CIP, CFR costs must be obtained from Dunlee and are only valid if shipment is made via forwarder of Dunlee's choice.)

We have made every effort to provide you with instructions that can be accommodated. If your bank is unable to comply with these terms and conditions, please consult with our offices prior to the issuance of the letter of credit to avoid amendments, delays, or non-shipments.