

The Manager  
 Hatton National Bank PLC

Date - DD / MMM / YYYY
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**REQUEST LETTER FOR EXPORT LOAN-RE OFFER LETTER BEARING REF.NO.....**  
**DATED.....**

1. In terms of the above letter of offer, we hereby request you to grant me a sum of Rupees .....(in words)(Rs...../-)(in figures) for the purpose of:

Retirement of Import Bills   
  Purchase of Raw Materials   
  Others  
 Please Specify .....

2. I/we hereby undertake:

2.1 To repay the said loan within a period of ..... days from the date of your loan to me/us or on the date of export of goods under confirm order(s) irrevocable Letter of Credit whichever is earlier, with interest thereon as stipulated in the offer letter or such further or higher rate or rates as may be fixed by the Bank from time to time without reference to me and computed from the date on which the said advance is made by you to me/us.

2.2 Lodge with you the relevant original irrevocable letter of credit /Confirmed Order, the details are given below:

Number	Issued by
Value	Expiry date/Shipment date.

2.3 Submit related shipping documents under the Documentary Credit/Confirm Order to you for the purpose of Negotiating/ Purchasing such documents, the proceeds of which shall be applied in repayment of the loan.

2.4 In the event related shipping documents have not been submitted by the maturity date of the ,Export Loan, I/We hereby authorize you to recover this /Export Loan plus interest to the debit of my account, as applicable.

3. Notwithstanding any arrangement or writing to the contrary between yourselves and me/us, I/we hereby expressly agree that the aforesaid ,loan and interest shall be payable on demand.

4. Any statement extract, writing or other document showing the money owing by me/us to you as a result of your granting the aforesaid loans and made out of the records or documents of the Bank and signed and certified by an authorized signatory of the Bank, shall be deemed to be conclusive proof of the amount of our liability to the bank without any documents or vouchers or receipts being produced by the Bank.

5. I/we hereby agree that the terms of this request shall form part and parcel of the Offer letter mentioned above.

Name : .....  
 Address : ..... Signature

Name : .....  
 Address : ..... Signature

**For Office use only:**

Description as to Security	Specifications as to the nature of the Credit Facility granted under the Offer Letter from which the drawdown is to be made
Mortgage Bond No.....Dated.....	Whether it is an LC, Import Loan Facility, Export Bill discounting facility etc...
Interest Rate	