

Get a General Idea.

With our Checklist for Documentary Credits.

Below, we have summarised the most important issues that you should keep in mind to ensure the smooth settlement of your documentary credit transactions.

PLEASE CAREFULLY NOTE THE FOLLOWING UPON RECEIPT OF THE DOCUMENTARY CREDIT:

- Are the companies' names indicated correctly?
- Do the following items match the terms of the agreement:
 - documentary credit amount
 - currency
 - place and date of expiry
 - place of domiciliation
 - deadlines
 - description of goods
 - delivery terms and conditions
 - bank fees
- Can the terms and conditions regarding the delivery of the goods be met?
- Can your documents be presented in the form specified by the documentary credit?
- Can the requirements regarding the possible need for legalisation be met?
- Also, hand over copies of the documentary credit to your shipper and your insurance company!

PLEASE OBSERVE THE FOLLOWING WHEN SUBMITTING DOCUMENTS:

- Have the validity of the documentary credit and the deadline for presentation been expired?
- Was the delivery deadline specified in the documentary credit met?
- Have all documents been made available in the numbers required by the documentary credit?
- Have all documents – as far as this is necessary – been certified and/or legalised?
- Have the issuers properly verified any corrections that were made in the documents?
- Do the description, individual price and value of the goods listed in the invoice match the terms in the documentary credit?
- Have all the originals of the bill of lading which were issued been presented, signed, and, if necessary, have they been properly endorsed?
- Does the insurance document cover all the risks mentioned in the documentary credit, and, if necessary, has it been properly endorsed?
- Have all documents which are marked as "Zertifikat", "Certificate" or "Bestätigung" been signed and dated by the issuer?

Please note that this list makes no claim to completeness. It is important to observe all documentary credit provisions.

Our corporate customer advisers would be pleased to answer any further questions you may have. You may also contact our documentary credit experts directly.