

## SHORT-COURSE LETTERS OF CREDIT REFRESHER

Significant changes have been introduced under new International Chamber of Commerce (ICC) rules UCP 600, governing Letters of Credit Contracts, plus update to ISBP. International Banks are also taking a hard line with certain Middle Eastern countries, where Export Edge has resolved major issues for our clients over the last 15 years.



### OBJECTIVES

- To equip participants with the updated knowledge of Trade Finance operations for their company in an informed and effective manner;
- To reduce complexity and time consumption on complicated banking issues;
- To increase participant's process efficiency through minimising discrepancies on presentations to banks for payment;
- To utilize new process improvements for operational efficiency.

Upon completion of the course, participants will be able to understand:

- Banking process and compliance requirements for Documentary Credit and Documentary Collection presentations.

**COURSE TIME:** 09:00AM to 05:00PM (including course manual, lunch & refreshments)

**VENUE:** Lwr Grd Floor 11, Merrion Square – Dublin 2 – Rep. of Ireland

**FEE:** 20% discount for IEA / IITI members and clients – contact us for more details!  
([training@export-edge.com](mailto:training@export-edge.com) or (+353) 1 676 6894)

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## LETTERS OF CREDIT REFRESHER

(Program Director: Austin Rutledge, B.Comm, ACMA, IICM, MIEEx, MIITI)

### COURSE OUTLINE

#### Documentary Credit Cycle

- Planning and Organising the process
- Application, Issuance, Shipments
- Presentations and Settlement

#### ICC – UCP 600 & ISBP 681 rules

- Documentary Credit conditions explained
- Practical application of UCP

#### Variations in Documentary Credits

- Functioning of the Documentary Credits
- Confirmations to L/C's
- Transferable Documentary Credits
- Back to Back Documentary Credits
- Revolving Documentary Credits
- Making use of SWIFT Banking formats

#### In Practice

- Management of functional roles
- Communications internally and with third parties
- Verification of Documentation
- Effective document generation
- Case studies

#### Procedures and Systems to improve company efficiency

- Operating Procedures & Progress check lists
- Problem Solving

#### Managing Time

- Managing Deadlines and Critical Timescales
- Measuring Financial Performance

## BOOKING FORM

### LETTERS OF CREDIT REFRESHER

Total number of place(s) to be reserved with this booking:			
Company Name:			
Company Address:			
Telephone:		Fax:	
1 <sup>st</sup> Applicant	Name:		
	E-Mail:		
	Job Title:		
2 <sup>nd</sup> Applicant	Name:		
	E-Mail:		
	Job Title:		

\* Course fee payable 15 days in advance. Late cancellations within 7 days are subject to 50% administration fees.

\*\* For more than 2 applicants, use another booking form – please ensure correct and legible data.

Contact us for more information: [training@export-edge.com](mailto:training@export-edge.com) or (+353) 1 676 6894 and then

**Return this booking form by Fax (01 507 8581)**



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