

CORPORATE COURSE

Letters of Credit Refresher

Significant changes have been introduced under new International Chamber of Commerce (ICC) rules UCP 600, governing Letter of Credit Contracts, plus update to ISBP. International Banks are also taking a hard line with certain Middle Eastern countries, where Export Edge has assisted in resolving major issues for our clients over the last 16 years.



COURSE OBJECTIVES

- To equip participants with the updated knowledge for Trade Finance operations and International Bank payment processes;
- To reduce complexity and time consumption on complicated banking issues;
- To increase participant's process effectiveness through minimising discrepancies on presentations to banks for payment;
- To utilize new process improvements for operational efficiency.

Upon completion of this one day refresher course, participants will update their knowledge of:

- Structure and formats of a letter of credit (L/C) and the relationships between L/Cs and the main documents, for example: Commercial and Transport documents, Bills of Exchange (Drafts) and other documentary requirements;
- Banking process and compliance requirements for Documentary Credit and Documentary Collection presentations.

COURSE BENEFIT ASSURANCE

⇒ A detailed review of your Letters of Credit and trade documentation issues will take place through pre-course questionnaire and discussion, followed by ongoing technical support for one month after the course.

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COURSE OUTLINE

Documentary Credit Cycle

- Planning and Organising the process
- Application, Issuance, Shipments
- Presentations and Settlement
- Nominated Bank re-defined

Documents under L/C's

- Transport Documents
- Commercial Documents

UCP 600 & ISBP 681 rules

- Documentary Credit conditions explained
- Sight Payment, Deferred Payment, Acceptance and Negotiation
- Practical application of UCP

In Practice

- Management of functional roles
- Communications internally and with third parties
- Effective Document Generation
- Controlling tasks on the critical path
- Verification of Documentation

Documentation Exercises

Variations in Documentary Credits

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

Procedures and Systems to improve process efficiency

- Operating Procedures
- Effective document generation
- LC Control Register
- LC Procedure Checklists.
- Problem Solving
- Managing Deadlines and Critical Timescales
- Measuring Financial Performance
- Actions available with discrepancies

Review, Questions & Answers



BOOKING FORM

Letters of Credit Refresher


Course Leader:
Austin Rutledge (B.Comm, ACMA, MIEEx, MIITI, MIICM) plus senior consultant trainers.

Austin initiated e-Learning product developments covering Letters of Credit, which have been successfully licensed to over ten thousand personnel within international banks and multinational trading groups globally. Export Edge syndicate partners include the International Chamber of Commerce (Paris), Deutsche Bank (London) and Coastline.

The Course includes detailed preview, course manual, lunch & refreshments, plus one month's follow on support.

The course fee is after deduction of 30% early booking discount, with a further 20% for additional attendee.

COURSE Time: 9:00am – 5:00pm, at 11 Merrion Square North, Dublin 2

Total number of place(s) to be reserved with this booking:		€.....	
Company Name:			
Company Address:			
Telephone:		Fax:	
1 st Attendee	Name:		
	E-Mail:		
	Job Title:		
2 nd Attendee	Name:		
	E-Mail:		
	Job Title:		

* Course fee payable 21 days in advance. Late cancellations within 7 days are subject to 50% administration fees.

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

Return this booking form by Fax (01 507 8581)


Export Edge also provides consultancy within the areas of International Trade Finance Solutions, covering outsourcing and management services; International Contract negotiation, Technical documentation and payment management services covering exports under Letters of Credit Contracts.

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