

**IRREVOCABLE DOCUMENTARY CREDITS
APPLICATION FORM**



To: RMB Botswana	Branch:	Date:
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We request you ("the Bank") to issue for my/our account an Irrevocable Documentary Credit in the form used by yourselves as below in terms of and subject to my/our General Application For Documentary Credits (CRE82a) dated: _____ which conditions are binding upon me/us

PART 1: TYPE OF IRREVOCABLE DOCUMENTARY CREDIT

Confirmed	Revolving	Transferable	Standby
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PART 2: IRREVOCABLE DOCUMENTARY CREDIT DETAILS

Expiration details:	Valid until:	Place of expiry:	
Applicant: (The person whose name will appear on the documentary credit as 'applicant')	Name:		
	Address:		
	Customs Client no.:		
	Contact details:		
Beneficiary:	Name:		
	Address:		
	Contact name:		
	Mobile number:		
Currency and amount:	Currency code:		
	Amount:		
	Amount in words:		
	% amount tolerance:	Plus %	Less %
Payment terms:	Sight payment	Negotiation	Deferred payment
	Acceptance	Mixed payment (see additional conditions)	
Deferred payment:	At:	days after:	
Drafts:	Drawn at:		
	Days after:		
	Drawn on:		
Partial shipment:	Allowed	Not allowed	
Transshipment	Allowed	Not allowed	
Place of taking charge/dispatch from:			
Place of receipt:			
Port of loading/airport of departure:			
Port of discharge/airport of destination:			
Place of final destination/for transportation to/place of delivery:			
Latest shipment date:			
Description of merchandise/services:			
Shipment terms: (Refer to end of application for list of Incoterms)	Incoterms® 2010	Incoterms® 2020	
	Code:	Location:	

SIGNATORY INITIAL

PART 3: IRREVOCABLE DOCUMENTARY CREDIT DETAILS – DOCUMENTS REQUIRED

Commercial invoice:	Commercial invoice in:	Duplicate	Triplicate	
		Other (Specify):		
	Confirming goods in accordance with:	Proforma invoice	Contract	
		Order	Indent	
		Sales contract	Other (Specify):	
	Number:		Dated:	
Stating additional info:				
Transport document:	Full set: (State number of documents) of clean			
	Less:	"On board" Marine Bills of Lading		
		Multimodal Transport Document to order		
		Blank endorsed		
		Other (Specify):		
	Marked:	Freight packed	Freight collect	
	Notify:			
	Stating additional info:			
	Or Air Waybill consigned to:	Marked		
		Freight paid		
Freight collect				
Or other transport document:				
Insurance	Applicant responsible for insurance			
	Insurance covering applicable transport risks, war, strikes, riots and civil commotions, all risks has been will be effected by us and the Policy will be held at your disposal Certifacte will be held at your disposal			
	Beneficiary responsible for insurance			
	Original insurance policy or certificate plus (number of copies) copies, blank endorsed for the invoice value plus % (percentage) covering institute cargo clause A, including ware risks, strikes, riots and civil commotion. Claims payable in Botswana			
Additional info:				
Certificate of origin	From EUR 1			
	Other (Specify)			
	In one original and one copy issued by:	Chamber of Commerce		
		Beneficiary		
Other (Specify)				

SIGNATORY INITIAL

PART 3: IRREVOCABLE DOCUMENTARY CREDIT DETAILS – DOCUMENTS REQUIRED (CONT.)

Packing list:	Showing origin of the goods as:		
	Packing list in:	Duplicate	Triplicate
		Other (Specify)	
	Issued by:		
Stating additional info:			
Weight certificate:	Weight certificate in:		
	Issued by:		
	Stating additional info:		
Beneficiary certificate:	Beneficiary's certificate stating:		
	Issued by:		
Other documents:	Type:		
	Issued by:		
	Stating additional info:		
Additional conditions/ information:			
Special instructions:			
Bank charges:	Bank charges outside Botswana are for account of:		
	Applicant	Beneficiary	
Presentation period:	Documents to be presented not later than (state no of days) after date of shipment:		
Confirmation:	Required	Not required	
Advice of drawings:	SWIFT advice with documents to follow by courier		
Import permit:	Required	Not required	

PART 4: ADVISING BANK DETAILS

Advising bank name:	
Advising bank branch:	
SWIFT address:	
Additional information:	

SIGNATORY INITIAL

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For and behalf of: (if entity) (must be holder of facility):	
Account number to be used for charges:	
Account number to be used to settle LC transaction:	

Signed at:			
On this the:		day of	20

This form must be signed by the person/entity who is the facility holder and who will be liable for payment to the Bank of all amounts, costs and fees. The form must not be signed by the applicant unless the applicant is also the facility holder

Full name and surname:	
Signature: (Who warrants that he/she is duly authorised)	
Full name and surname:	
Signature: (Who warrants that he/she is duly authorised)	

PART 5: FOR OFFICE USE ONLY

Advance aspects approved?	Yes	No
Advising bank branch:	Yes	No
SWIFT address:	Yes	No
If 'Yes' - Amount?		
If "Yes" - Account number?		
If "Yes" - Account holding branch?		

PART 6: INCOTERMS

Rules for any mode or modes of transport

EXW	Ex works	Incoterms 2010/2020
FCA	Free carrier	Incoterms 2010/2020
CPT	Carriage paid to	Incoterms 2010/2020
CIP	Carriage and insurance paid to	Incoterms 2010/2020
DAT	Delivered at terminal	Incoterms 2010
DAP	Delivered at place	Incoterms 2010/2020
DPU	Delivered at place unloaded	Incoterms 2020
DDP	Delivered duty paid	Incoterms 2010/2020

Rules for sea and inland waterway transport

FAS	Free alongside ship	Incoterms 2010/2020
FOB	Free on board	Incoterms 2010/2020
CFR	Cost and freight	Incoterms 2010/2020
CIF	Cost insurance and freight	Incoterms 2010/2020