



**CTBC BANK**  
中國信託銀行

## APPLICATION FOR CLOSING UNUSED L/C BALANCE

To: CTBC BANK CO., LTD,  
Ho Chi Minh City Branch

Date:

Applicant's ref No.:

**Re:**

L/C No. : Issuing Date :  
L/C Amount :  
Tolerance :  
Used Amount :  
Maximum credit amount :  
Applicant :  
Beneficiary :  
Outstanding Balance :

We hereby request you to close the unused outstanding balance of the above mentioned L/C.

Yours faithfully,

\_\_\_\_\_  
Authorized Signature (s)

For Bank's use only

Signatures verified by	Prepared by	Checked by	Approved by