

USER MANUAL

IMPORT LETTER OF CREDIT

Import LC Events/ Actions

LC Initiation

Request for
Settlement

Amend

Correspondence

Consent Response

Disposal Instructions

Cancel

Navigate to Import LC



Access Import Letter of Credit Module through Trade Services Menu.

Action Bar

بنك الريان

ALRAYAN BANK

/ Trade Services

Search

Grid

Help

Language

Headset

Clipboard

User

Logout

Common Services

Trade Services

Administration

Last Login on Jul 30, 2025 11:21 AST

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (2)

Draft (2)

Actions (0)

Pending Approval (0)

Pending at Bank (0)

Rejected (0)

Closed (0)

Select Preference

Standard

Advanced Filter

Search

Download

Filter

Grid

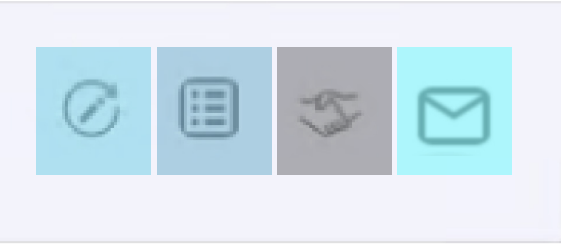
Channel Reference	Customer Reference	Bank Reference	Issue Date	Status	Entity	Beneficiary	Currenc	Actions
LC25070000001209	asd	ILC/SLI/24031/25	17/07/2025	New	151515	asd	QAR	<div>Amend</div> <div>Details</div> <div>Request for Settlement</div> <div>Correspondence</div>
LC25070000001208	asd	ILC/USL/24030/25	17/07/2025	New	151515	asd	QAR	

Showing 1 - 2 of 2 Records

1

Rows per page: 20

Page 1 1



Amend



Request for Settlement



Details



Correspondence

LC Initiation

بنك الريان

ALRAYAN BANK

/ Trade Services

Logout

Common Services

Trade Services

Administration

Last Login on Jul 30, 2025 11:21 AST

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (2)

Draft (2)

Actions (0)

Pending Approval (0)

Pending at Bank (0)

Rejected (0)

Closed (0)

Select Preference

Standard

Advanced Filter

Search

Channel Reference	Customer Reference	Bank Reference	Issue Date	Status	Entity	Beneficiary	Currenc	Actions
LC25070000001209	asd	ILC/SLI/24031/25	17/07/2025	New	151515	asd	QAR	<div></div>
LC25070000001208	asd	ILC/USL/24030/25	17/07/2025	New	151515	asd	QAR	

Showing 1 - 2 of 2 Records

1

Rows per page: 20

Page 11

Click on Request Letter of Credit.

General Details

Letter of Credit Initiation

Sections

Tasks

0 %

1 General Details

2 Applicant and Beneficiary Details

3 Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

7 Narrative Details

8 Instructions to Bank

Import Letter of Credit

Save

Provisional LC

General Details

Request Type

Is this a Provisional LC?

1

Is this a back-to-back LC?

2

Mode of Transmission

✓

SWIFT

3

Create From

Template

Existing LC

Upload

4

Expiry Date*

5

Place of Expiry*

In Beneficiary's Country

Feature of LC

✓

Irrevocable

Transferable

- 1

Slide the button to mark the transaction as provisional LC. If applicable.
- 2

Slide the button to mark the LC as back-to-back LC. When you select this option, you are required to select a transaction from a list of your existing (non-purged) Export Commercial and Received Standby LCs.
- 3

Mode of Transmission is always set as SWIFT.
- 4

Template: Click on this option to create a new LC using an existing template.

Existing LC: Upon selection of this option a list of existing LCs is displayed. Select the applicable LC on which you wish to base the new LC

Upload: Upon selection of this option, you must upload an LC, in this case all the mandatory fields will be listed in the General Details section only. If you wish to add more details for the uploaded LC then you must select button to enable all the sections.
- 5

Fill in the Expiry Date

☒ Irrevocable
 ☐ Revolving
 ☐ Wakala

☐ Transferable
 ☐ Murabaha

Applicable Rules

Applicable Rules*

Confirmation Instructions

☐ Confirm
 ☐ May Add
 ☒ Without

References

Beneficiary Reference

Customer Reference

Purchase Order(s)

☐ I hereby accept and agree to the [Terms and Conditions](#)

*Please agree to the terms and conditions to proceed

6

7

8

9

10

If either Wakala or Murabaha is selected, select the feature's respective phrase in “Other instructions” box under “Instructions to bank” section

- 6 Select the feature of LC applicable to your transaction. Options include: Irrevocable, transferable, revolving, Murabaha and Wakala
- 7 Select applicable rules for your LC, latest USCP version.
- 8 Select the confirmation instructions as May Add or confirmed if confirmation is required. When selected, confirming party under bank section becomes a mandatory field
- 9 Enter the customer reference and beneficiary reference if available.
- 10 Read the Terms and Conditions and click on the box to agree to them before proceeding.

Applicant and Beneficiary Details

Tick the Fill Additional Address Details box to input additional address details.

Letter of Credit Initiation

Sections

Tasks

11 %

✓ General Details

2 Applicant and Beneficiary Details

3 Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

7 Narrative Details

Import Letter of Credit

Saved just now

Save

Applicant and Beneficiary Details

Channel Reference: LC25070000000825

Applicant

Entity*
175175

Street Name
340

Post Code
9689

Country Sub Division
DOHA

Name*
XXX TRADING CONTRACTING

Town Name*
180

District

Country*
QA-Qatar

☐ Fill Additional Address Details

Applicant Details default to the name and address details of your company.

6



بنك الريان
ALRAYAN BANK

- 7 Narrative Details
- 8 Instructions to Bank
- 9 Attachments
- 10 Preview

Alternate Applicant

Alternate Applicant Details

Name*

Street Name

Town Name*

Post Code

District

Country Sub Division

Country*

☐ Fill Additional Address Details

Alternate applicant must be ARB customer only. Please fill in NOC details (NOC clickable) and attach prior submission to bank. Please fill in alternate applicant bank details in other instructions in "Instructions to bank"

[Click here for NOC details](#)

If Alternate Applicant is selected, select the feature's respective phrase in “Other instructions” box under “Instructions to bank” section

Slide the button if the principal applicant desires to apply on behalf of another person or entity. Fill the name and address fields, download the NOC details and attach in the LC Attachment section.

Beneficiary

Name*

ALIASSIGNEE	Ali Assignee
RAHMATBNF	Rahmat Beneficiary
ADVANCEDCO	ADVANCED COMPANY
WASHINGTON	WASHINGTON COOLING
HMC	

Country*

Street Name

Post Code

Country Sub Division

☐ Fill Additional Address Details

Exit Previous Next

Enter the Name and address of the beneficiary. Click on the 'Name' field drop down to select the associated beneficiary.

Beneficiary

Name* Beneficiary	Street Name
Town Name* Beneficiary Town	Post Code
District	Country Sub Division
Country* AE-United Arab Emirates	
<input type="checkbox"/> Fill Additional Address Details	
<input checked="" type="checkbox"/> Save This Beneficiary	
Abbreviated Name* BENEFCIARY	

You may also add an adhoc and save it for future use. Enter the new Name and Address details of the beneficiary and slide "Save the Beneficiary" button and enter the abbreviated name for the new beneficiary to be saved for the applicant.

Bank Details

Letter of Credit Initiation

22 %

General Details

Applicant and Beneficiary Details

3 Bank Details

Amount and Charge Details

Payment Details

Shipment Details

Narrative Details

Instructions to Bank

Attachments

minutes ago

Save

Channel Reference: LC25080000002267

Bank Details

Issuing Bank

Advising Bank

Advise Through Bank

SWIFT Code

Bank Name

Town Name

District

Country

Street Name

Post Code

Country Sub Division

☐ Fill Additional Address Details

Select the applicable Swift Code that identifies the Advising bank and Advise Through Bank if needed.

List of Banks



My Banks (0)

Other Banks (217868)

Advanced Filter

BIC

Name

Branch

Country

Select Country

Apply

Search

BIC	Name	City	Country
AAAARSBG	YETTEL BANK AD	BEOGRAD	RS
AAACKWKW	AL MUZAINI EXCHANGE CO. KSCC	KUWAIT	KW
AAACKWKWXXX	AL MUZAINI EXCHANGE CO. KSCC	KUWAIT	KW
AAADFRP1	ABN AMRO INVESTMENT SOLUTIONS	PARIS	FR
AAADFRP1XXX	ABN AMRO INVESTMENT SOLUTIONS	PARIS	FR

You can search for the bank by SWIFT BIC Code, Name, Branch or Country.

List of Banks



My Banks (0)

Other Banks (217868)

Advanced Filter

Search

Abbreviated Name	Entity	BIC Code	Name	Town Name	Country
------------------	--------	----------	------	-----------	---------

No Records Found

Showing 0 - 0 of 0 Records

1

Rows per page: 10Page 11

Create New Bank

List of Banks

Add Bank

Main Details

Entity*

Abbreviated Name*

Name*

Postal Address

SWIFT Address

Postal Address

Department

Sub Department

Street Name

Building Number

Building Name

Floor

If you would like to have your own list of banks, add your bank here.

Letter of Credit Initiation

33 %

General Details

Applicant and Beneficiary Details

3 Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

Import Letter of Credit

Channel Reference: LC2508000002267

Issuing Bank

Advising Bank

Advise Through Bank

Requested Confirmation Party

Confirmation Party Name*

Other

Advising Bank

Advise Through Bank

Saved just now

Save

If the LC is confirmed or May Add, an additional section will appear “Requested Confirmation Party”.
Select the party for confirmation.

Amount and Charge Details

Letter of Credit Initiation

Sections Tasks

33 %

General Details

Applicant and Beneficiary Details

Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

7 Narrative Details

8 Instructions to Bank

minutes ago Save

Import Letter of Credit

Channel Reference: LC25070000000825

Amount and Charge Details

Currency* USD

Amount* 500,000.00

Variation in Drawing

Percentage (+)

Percentage (-)

Issuing Bank Charges

☒ Applicant ☐ Beneficiary

Outside Country Charges

☐ Applicant ☒ Beneficiary

Additional Amount Covered

Additional Amount Covered

0/140

Exit Previous Next

- 1 Enter the LC amount and currency.
- 2 In case of Variance of Goods Amount and/or Quantity, please mark the Tolerance percentage
- 3 Issuing Bank charges are on the applicant by default.
- 4 Outside Country charges are on the beneficiary by default.
- 5 Fill in the instructions for any additional amount covered.

Payment Details

Letter of Credit Initiation

44 %

General Details

Applicant and Beneficiary Details

Bank Details

Amount and Charge Details

5 Payment Details

6 Shipment Details

7 Narrative Details

8 Instructions to Bank

9 Attachments

Import Letter of Credit

minutes ago Save

Channel Reference: LC25080000002267

Payment Details

Credit Available With Details

Credit Available With*
Issuing Bank

Bank Name
AlRayan Bank

Credit Available By

☒ Payment ☐ Acceptance

☐ Negotiation ☐ Deferred Payment

☐ Mixed Payment

Payment/Draft At *

☒ Sight

- 1 Select the bank from a dropdown list. If you select Advising Bank, Any Bank or Issuing Bank, the Name and address fields are disabled. If you select Other, you must fill in the Name and Address fields.
- 2 Specify from the group of option buttons, how the documents will become available to the applicant. The default selection is Payment. The later fields will change or become available according to your selection.
- 3 Select the characteristics of the payment or draft that is called for under the LC terms. The available options are:

Sight- Available when "Credit available by" is set as either 'Payment' or 'Negotiation'.

Credit Available By

☐ Payment

☒ **Negotiation**

☐ Mixed Payment

☐ Acceptance

☐ Deferred Payment

Payment/Draft At *

Sight

✓ Fixed Maturity Date

Calculated Maturity Date

Maturity Date*
20/08/2025

Drawee Details *

Drawee Details
Issuing Bank

Exit Previous Next

Fixed Maturity Date- Available when "Credit available by" is set as either 'Acceptance', 'Negotiation' or 'Deferred Payment'.

Credit Available By

☐ Payment

☒ **Negotiation**

☐ Mixed Payment

☐ Acceptance

☐ Deferred Payment

Payment/Draft At *

Sight

Fixed Maturity Date

✓

Calculated Maturity Date

Value in Number*

10

Frequency*

Days

From/ After*

After

Tenor Start*

Arrival of Goods

Drawee Details *

Drawee Details

Issuing Bank

Exit

Previous

Next

Calculated Maturity Date- Available when "Credit available by" is set as either 'Acceptance', 'Negotiation' or 'Deferred Payment'.

Credit Available With Details

Credit Available With*
Issuing Bank

Bank Name
AlRayan Bank

Credit Available By

☐ Payment

☐ Negotiation

☒ Mixed Payment

☐ Acceptance

☐ Deferred Payment

Mixed Payment Details*

0/140

Exit

Previous

Next

Mixed Payment Details- Available when "Credit available by" is set as 'Mixed Payment'.

Shipment Details

Letter of Credit Initiation

55 %

General Details

Applicant and Beneficiary Details

Bank Details

Amount and Charge Details

Payment Details

6 Shipment Details

7 Narrative Details

Import Letter of Credit

Channel Reference: LC25080000002267

1

Shipment Details

Shipment From0/140

Shipment To0/140

Place of Loading0/140

Place of Discharge0/140

Last Shipment Date

Shipment Period Narrative0/390

2

Partial Shipment

☒ Allowed

☐ Conditional

☐ Not Allowed

- 1 Fill in the shipment details.
- 2 Specify whether partial shipment of goods is permitted. By default it is allowed.

- 8 Instructions to Bank
- 9 Attachments
- 10 Preview

Transshipment

☐ Allowed

☒ **Not Allowed**

☐ Conditional

Purchase Terms

Incoterms Rules

Purchase Terms

Named Place

0/60

Exit

Previous

Next

- 3 Specify whether transshipment of goods is permitted. By default it is not allowed.
- 4 Select the Incoterm rules applicable for the shipment. Available options are: 2020 ,2010 and Other.
- 5 Select the applicable purchase terms. The dropdown list shows various values based on what Incoterm Rule is selected.
- 6 Enter the named place if incoterm has been selected.

Narrative Details

Letter of Credit Initiation

11 %

! General Details

✓ Applicant and Beneficiary Details

3 Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

7 Narrative Details

8 Instructions to Bank

Import Letter of Credit

Channel Reference: LC25080000002273

Goods and Documents

Other Details

Description of Goods

Documents Required

Additional Instructions

Description of Goods*



Description of Goods

20 / 6500

Exit

Previous

Next

Enter the Description of Goods narrative. You can select a predefined phrase using the  button on the right of the field. Select the Documents Required phrase using the “  ” button on the right of the field and fill in the required details.

List of Phrases



List of Phrases (20)

Advanced Filter

Entity	Abbreviated Name	Phrase Type	Product	Category	Description
*	مستندات أخرى	Static Phrase	LC	Documents Required	Documents Required: Other Document Phrase
*	شهادة من شركة الشحن	Static Phrase	LC	Documents Required	Documents Required: Shipping Company Certificate Phrase
*	شهادة فحص ما قبل الشحن	Static Phrase	LC	Documents Required	Documents Required: Pre-shipment Inspection Certificate Phrase
*	التأمين	Static Phrase	LC	Documents Required	Documents Required: Insurance Phrase
*	شهادة المنشأ	Static Phrase	LC	Documents Required	Documents Required: Certificate of Origin Phrase
*	إشعار التسليم	Static Phrase	LC	Documents Required	Documents Required: Delivery Note Phrase
*	بوليصة شحن برى	Static Phrase	LC	Documents Required	Documents Required: Truck Consignment Note / Truck Waybill Phrase
*	بوليصة الشحن الجوى	Static Phrase	LC	Documents Required	Documents Required: Airway Bill Phrase

Edit Letter of Credit

78 %

✓ General Details

✓ Applicant and Beneficiary Details

✓ Bank Details

✓ Amount and Charge Details

✓ Payment Details

✓ Shipment Details

7 Narrative Details

! Instructions to Bank

✓ Attachments

! Preview

Import Letter of Credit:

Narrative Details

Goods and Documents

Other Details

Special Payment Conditions for Beneficiary

Period of Presentation

Special Payment Conditions for Beneficiary

0 / 6500


Exit

Previous

Next

Enter your other instructions under Other Details section.

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بنك الريان
ALRAYAN BANK

Instructions to Bank

89 %

Edit Letter of Credit


Import Letter of Credit: Saved 1 minute ago [Save](#)

Instructions to Bank

- 1** Principal Account*
0004151515001
- 2** Fee Account*
0004151515001
- 2** Other Instructions
- 3** ☐ Use Cash Margin

0/31525

Exit Previous Next

- 1** Select your account for both Principal and Fee account fields.
- 2** Write you instructions in the ‘Other Instructions’ narrative field. In case Wakala or Murabaha and Alternate Applicant was selected in General Details, press on the  button on the right of the field and select the corresponding phrase.
- 3** Tick the ‘Use Cash Margin’ checkbox if you want to use cash margin in your transaction.

Instructions to Bank Phrases

List of Phrases

List of Phrases (6)

Advanced Filter

Search

Entity	Abbreviated Name	Phrase Type	Product	Category	Description
*	مقدم طلب يندل	Static Phrase	LC	Other Information	Alternate Applicant Phrase
*	صبيعة الوكالة	Static Phrase	LC	Other Information	Wakala Phrase
*	صبيعة المرابحة	Static Phrase	LC	Other Information	Murabaha Phrase
*	Alternate Applicant	Static Phrase	LC	Other Information	Alternate Applicant Phrase
*	Wakala	Static Phrase	LC	Other Information	Wakala Phrase
*	Murabaha	Static Phrase	LC	Other Information	Murabaha Phrase

Showing 1 - 6 of 6 Records

1

Rows per page: 50Page 11

Create New Phrase

In case Wakala or Murabaha or Alternate Applicant was selected in General Details, press on the “ button on the right of the field and select the corresponding phrase.

Attachments

minutes ago

Save

Letter of Credit Initiation

Sections

Tasks

88 %

✓

General Details

✓

Applicant and Beneficiary Details

✓

Bank Details

✓

Amount and Charge Details

✓

Payment Details

✓

Shipment Details

Import Letter of Credit

Attachments

Channel Reference: LC25070000000825

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF.


↑

Drag and Drop File

Browse

You can either drag and drop, or select the attachment based on the valid extensions.You are allowed a maximum of 5 files of 1 MB each

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بنك الريان
ALRAYAN BANK

Preview

SectionsTasks

100 %

General Details

Applicant and Beneficiary Details

Bank Details

Amount and Charge Details

Payment Details

Shipment Details

Narrative Details

Instructions to Bank

Attachments

Preview

Channel Reference: LC25070000000825

All dates are in dd/mm/yyyy

General Details

Is this a back-to-back LC?
No

Mode of Transmission
SWIFT

Expiry Date
19/09/2025

Place of Expiry
In Beneficiary's Country

Feature of LC
Irrevocable, Non Transferable

Applicable Rules
UCP LATEST VERSION

Confirmation Instructions
Without

Customer Reference
-Not Entered-

I hereby accept and agree to the
Yes

Beneficiary Reference
-Not Entered-

Purchase Order(s)
-Not Entered-

Applicant and Beneficiary Details

Applicant

Exit

Previous

Submit

This section opens in read only mode and shows all the details that you have filled in the application and also allows you to either Save or Submit the application form.

Success

✓

Success

Your transaction is submitted for approval.

LC

Events

New

Mode of Transmission

SWIFT

Channel Reference

LC25070000000825

Expiry Date

19/09/2025

Entity

175175

Amount

USD \$ 500,000.00

Beneficiary

Beneficiary NAm

Status

Pending Approval

Letter of Credit Listing

New Letter of Credit

✓

LC

Import Letter of Credit-LC25080000002318 - Profile 1 - Microsoft Edge

Not secure | https://nq02wfcappcu1:9443/corporate/portal#/view?tnxid=25081400004458&referenceid=LC25080000002318...

Import Letter of Credit:

All dates are in dd/mm/yyyy

Transaction Information

Company Name

DALLAT ALKHALEJ TRADING CONTRACTIN

Event

New

Bank Name

AlRayan Bank

Expiry Date

Customer Release Date

Thursday, August 14, 2025 10:59:55 AM AST

Channel Reference

LC25080000002318

Application Date

14/08/2025

Place of Expiry

Letter of Credit

Submitted for approval incase transaction needs another layer, in this case transaction status will be “Pending approval”. Once transaction is submitted by the authorizer, status will be “Pending at bank”

Amend

Amend LC

100 %

General Details

Applicant and Beneficiary Details

Bank Details

4 Amount and Charge Details

Payment Details

Shipment Details

Narrative Details

Instructions to Bank

Import Letter of Credit:

Amount and Charge Details

Amount

AMENDED

Original LC Amount

USD \$ 65,555.00

USD

Increase Amount

5,000.00

USD

Decrease Amount

USD

New LC Amount*

70,555.00

Available Amount

USD 65,555.00

Outstanding Amount

USD 65,555.00

Variation in Drawing

Percentage (+)

Percentage (-)

Saved just now

Save

Exit

Previous

Next

Go to any field and amend. And message will appear over the field highlighting that this field is changed.
If the LC amendment is an amendment of amount, enter the value of increase/decrease amount to obtain the new LC amount.

Amount and Charge Details

Amend LC

100 %

✓ General Details

✓ Applicant and Beneficiary Details

✓ Bank Details

4 Amount and Charge Details

✓ Payment Details

✓ Shipment Details

✓ Narrative Details

✓ Instructions to Bank

Import Letter of Credit:

Amount **AMENDED**

Original LC Amount

USD \$ 65,555.00

USD

Increase Amount

5,000.00

USD

Decrease Amount

USD

New LC Amount*

70,555.00

Available Amount

USD 65,555.00

Outstanding Amount

USD 65,555.00

Variation in Drawing **AMENDED**

Percentage (+)

10

Percentage (-)

10

Exit

Previous

Next

Once amended, fields will be highlighted. You can press the ‘i’ button to view the previous value of the field.

Narrative Details

✓ Applicant and Beneficiary Details

✓ Bank Details

✓ Amount and Charge Details

✓ Payment Details

✓ Shipment Details

7 Narrative Details

✓ Instructions to Bank

✓ Attachments

✓ Preview

Description of GoodsDocuments RequiredAdditional Instructions

goods

Current Amendment

☐ Do you wish to Replace All?

1

AddDelete

23

/Add/
construction equipment

27/6500

ExitPreviousNext

- When amending narrative texts, you are presented with three actions:
- 1

REPLACE ALL: This radio button allows the user to replace the complete content from the current 'Description of goods' narrative field.
- 2

ADD: This radio button allows the user to add content to the current 'Description of goods' narrative field.
- 3

DELETE: This radio button allows the user to delete the content from the current 'Description of goods' narrative field.

Preview

Amount and Charge Details

Original LC Amount

USD \$ 65,555.00

New LC Amount

USD \$ 65,555.00

USD \$ 70,555.00

Variation in Drawing

Percentage (+)

-Not Entered-

10

Issuing Bank Charges

Applicant

Outside Country Charges

Beneficiary

Amendment Charges

Applicant

Additional Amount Covered

-Not Entered-

Increase Amount

USD \$ 5,000.00

Available Amount

USD \$ 65,555.00

Outstanding Amount

USD \$ 65,555.00

Percentage (-)

-Not Entered-

10

Exit

Previous

Submit

Review the details entered before submission.
Highlighted fields are the fields that were amended in the transaction.

Request for Settlement

Request For Settlement

0 %

1 General Details

2 Attachments

3 Preview

Import Letter of Credit:

General Details

Channel Reference

LC25080000002219

Bank Reference

ILC/TLI/23675/25

Issue Date

04/08/2025

Expiry Date

04/08/2026

Beneficiary

BENEFAR

Settlement Amount

QAR

Amount*

250.00

Principal Account*

0004151515001

Fee Account*

0004151515001

Customer Instructions

Instructions*

Pay QAR 250


11/1750

Exit

Next

- 1 Enter the amount for settlement.
- 2 Select the principal account and fee account.
- 3 Enter your instructions clearly in the instructions narrative box. Write the amount that needs to be settled, and any additional instructions for the payment.

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بنك الريان
ALRAYAN BANK

Attachments

Request For Settlement

50 %



General Details

2

Attachments

3

Preview

Import Letter of Credit:

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF.



Drag and Drop File

Browse

Exit

Previous

Next

You can either drag and drop, or select the attachment based on the valid extensions. You are allowed a maximum of 5 files of 1 MB each.

Preview

Request For Settlement

100 %

General Details

Attachments

3 Preview

Import Letter of Credit:

Preview

All dates are in dd/mm/yyyy

General Details

Channel Reference
LC25080000002219

Issue Date
04/08/2025

Beneficiary
BENEFAR

Settlement Amount

Settlement Amount
QAR 250.00

Principal Account
0004151515001

Customer Instructions

Instructions
Pay QAR 250

Bank Reference
ILC/TLI/23675/25

Expiry Date
04/08/2026

Fee Account
0004151515001

Attachments

There are no attachments added for this transaction


Exit

Previous

Submit

Review the details entered before submission.

35



بنك الريان
ALRAYAN BANK

Correspondence

Correspondence

0 %

1 General Details

2 Attachments

3 Preview

Import Letter of Credit:

General Details

Channel Reference

LC25080000002266

Issue Date

11/08/2025

Beneficiary

Beneficiary

Customer Instructions

Instructions*

This is a correspondence message. Below are my instructions:

1. Instruction 1

2. Instruction 2

Bank Reference

ILC/SLI/23682/25

Expiry Date

28/08/2026


127/1750

Exit

Next

Write your message or general instructions in the customer instructions section.

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بنك الريان
ALRAYAN BANK

Attachments

Correspondence

50 %

✓ General Details

2 Attachments

3 Preview

Import Letter of Credit:

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF.

⬆

Drag and Drop File

Browse

Exit

Previous

Next

Saved just now [Save](#)

You can either drag and drop, or select the attachment based on the valid extensions.You are allowed a maximum of 5 files of 1 MB each.

Preview

Correspondence

100 %

✓ General Details

✓ Attachments

3 Preview

Import Letter of Credit:

Saved just now

Preview

All dates are in dd/mm/yyyy

General Details

Channel Reference
LC25080000002322

Issue Date
13/08/2025

Beneficiary
Beneficiary

Bank Reference
ILC/SLI/23691/25

Expiry Date
31/08/2025

Customer Instructions

Instructions
Instructions

Attachments

There are no attachments added for this transaction

Exit

Previous

Submit

Review the details entered before submission.

Provisional LC

Letter of Credit Initiation

0 %

1 General Details

2 Applicant and Beneficiary Details

3 Bank Details

4 Amount and Charge Details

5 Payment Details

6 Shipment Details

Import Letter of Credit

Save

General Details

Request Type

☒ Is this a Provisional LC?

☐ Is this a back-to-back LC?

Mode of Transmission

✓ SWIFT

Create From

Template

Existing LC

Upload

Expiry Date*
28/08/2026

Place of Expiry*
In Beneficiary's Country

Is this a provisional LC? -- Slide the button to mark the transaction as provisional LC.
Fill all required fields in different sections of the transaction and submit it.

Wording Under Review

Import Letter of Credit

Trade Finance Charges Templates Request Letter of Credit

- Live (4)
- Draft (31)
- Actions (1)
- Pending Approval (5)
- Pending at Bank (3)
- Rejected (0)
- Closed (0)

Select Preference
Standard

Advanced Filter

Search

Channel Reference	Customer Reference	Bank Reference	Issue Date	Status	Entity	Beneficiary	Currency	Amount	Outstanding Amount	Ex	Actions
LC25080000002266	-	ILC/SLI/23682/25	11/08/2025	Wording Under Review	151515	Beneficiary	USD	\$ 65,555.00	\$ 0.00	28	

Once acknowledged by the bank the transaction will reflect in the Live tab as Wording Under Review.

Import Letter of Credit

Trade Finance Charges Templates Request Letter of Credit

- Live (4)
- Draft (31)
- Actions (1)
- Pending Approval (5)
- Pending at Bank (3)
- Rejected (0)
- Closed (0)

Select Preference
Standard

Advanced Filter

<div>Search</div>											
<input type="checkbox"/>	Channel Reference	Customer Reference	Bank Reference	Bill Reference	Issue Date	Action Type	Entity	Beneficiary	Currency	Amount	Actions
<input type="checkbox"/>	LC25080000002266	-	ILC/SLI/23682/25	-	11/08/2025	Consent Response	151515	Beneficiary	USD	\$ 65,555.00	
Showing 1 - 1 of 1 Records											
Rows per page: 20 Page 1 1											

<input type="checkbox"/>	LC25070000000935	Zahi2	ILC/USL/23977/25	-	09/07/2025	Consent Response	103292	ZAHI BENEFICIARY	QAR	123.00	<div></div>
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Once acknowledged by the bank the transaction will require an action and will be reflected in the Action Tab.

Provisional Consent Response

Save

Consent Response

Import Letter of Credit:

0 %

- 1 General Details
- 2 Attachments
- 3 Preview

General Details

Channel Reference

LC25080000002266

Bank Reference

ILC/SLI/23682/25

Issue Date

11/08/2025

Is this a Provisional LC?

Yes

Expiry Date

28/08/2026

Beneficiary

Beneficiary

Event Reference

ISS001

Bank Comments

We have acknowledged the issue of this Import Letter of Credit

Bank Attachments

File Type	Title	File Name
PDF	Editable Document	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c2c.pdf
PDF	Outgoing SWIFT Message Details	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c36.pdf

Consent Response

☒ Accept

☐ Reject

Customer Instructions

Instructions*

0/1750

Select either Accept or Reject in the consent response.
Write down your instructions to the bank in the Customer Instructions designated area.

Attachments

Consent Response

100 %

General Details

2 Attachments

Preview

Import Letter of Credit:

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF.

Drag and Drop File

Browse

Saved just now

Save

Exit

Previous

Next

You can either drag and drop, or select the attachment based on the valid extensions. You are allowed a maximum of 5 files of 1 MB each.

Preview

General Details

Attachments

3 Preview

All dates are in dd/mm/yyyy

General Details

Channel Reference
LC25080000002266

Issue Date
11/08/2025

Expiry Date
28/08/2026

Event Reference
ISS001

Bank Comments
We have acknowledged the issue of this Import Letter of Credit

Bank Reference
ILC/SLI/23682/25

Is this a Provisional LC?
Yes

Beneficiary
Beneficiary

Bank Attachments

File Type	Title	File Name	Action
PDF	Editable Document	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c2c.pdf	
PDF	Outgoing SWIFT Message Details	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c36.pdf	

Customer Instructions

Consent Response
Accept

Instructions
I accept this draft LC

Attachments

There are no attachments added for this transaction

Exit

Previous

Submit

Review the details entered before submission.

Success



Success

Your transaction is successfully released to the bank.

LC	Events	Channel Reference	Bank Reference	Entity	
	Message Wording Accepted	LC25080000002266	ILC/SLI/23682/25	151515	
	Beneficiary	Expiry Date	Amount	Status	
	Beneficiary	28/08/2026	USD \$ 65,555.00	Pending Bank Approval	

Letter of Credit Listing

New Letter of Credit

Submit the transaction.

Disposal Instructions

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (75)

Draft (121)

Actions (19)

Pending Approval (17)

Pending at Bank (224)

Rejected (2)

Closed (2)

Select Preference

Standard

Advanced Filter

Search

<input type="checkbox"/>	Channel Reference	Customer Reference	Bank Reference	Bill Reference	Issue Date	Action Type	Entity	Beneficiary	Currency	Amount	Expiry Date	Actions
<input type="checkbox"/>	LC25070000000994	LC25070000000994	ILC/USL/23994/25	-	13/07/2025	Awaiting Disposal Instruction	103292	CHAINLINK INDUSTRIES OF QATAR FOR TRADING,	QAR	335,000.00	23/09/2025	

Advanced Filter

Search

<input type="checkbox"/>	Channel Reference	Customer Reference	Bank Reference	Bill Reference	Issue Date	Action Type	Entity	Beneficiary	Currency	Amount	Actions
<input type="checkbox"/>	LC25070000000994	LC25070000000994	ILC/USL/23994/25	-	13/07/2025	Awaiting Disposal Instruction	103292	CHAINLINK INDUSTRIES OF QATAR FOR TRADING,	QAR	335,000.00	<div><div></div><div></div></div>

In case of documents discrepancies, a claim event will be received under the LC reference, and an action will be required and marked as “Awaiting Disposal Instructions”.

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بنك الريان

ALRAYAN BANK

General Details

Disposal Instructions

0%

1 General Details

2 Attachments

3 Preview

Import Letter of Credit:

General Details

Channel Reference

LC25070000000994

Issue Date

13/07/2025

Beneficiary

CHAINLINK INDUSTRIES OF QATAR FOR TRADING,

Presenter Reference

ELC044221/25DPR

Claim Reference

IBR001

Bank Comments

Request for approval from applicant
Discrepancies:
1.LATE PRESENTATION

Bank Reference

ILC/USL/23994/25

Expiry Date

23/09/2025

Claim Presentation Date

27/04/2025

Claim Amount

QAR 335,000.00

Save

The action will display advice and any bank comments covering the documents discrepancies.

Bank Attachments

File Type	Title	File Name	Actions
PDF	Loan Schedule	3325a7ebb335acd1:3d24232d:198022e6bc6:-346d.pdf	
PDF	Murabaha Loan Local	3325a7ebb335acd1:3d24232d:198022e6bc6:-3463.pdf	
PDF	Sight/Discrep - Import LC Intimation Under Discrepancy	3325a7ebb335acd1:3d24232d:198022e6bc6:-3454.pdf	
PDF	Outgoing SWIFT Message Details	3325a7ebb335acd1:3d24232d:198022e6bc6:-344a.pdf	

Disposal Instructions

☐ We agree to pay for the documents

☒ Hold the document

Customer Instructions

Instructions*

Hold documents until there's no discrepancies

45/1750

Based on the given information, select whether you agree to pay for the documents or you want to hold the documents.

Attachments

Disposal Instructions

50 %

General Details

2 Attachments

3 Preview

Import Letter of Credit:

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF.

Drag and Drop File

Browse

Exit

Previous

Next

Saved just now [Save](#)

You can either drag and drop, or select the attachment based on the valid extensions. You are allowed a maximum of 5 files of 1 MB each.

Preview

Disposal Instructions

100 %

✓ General Details

✓ Attachments

3 Preview

Import Letter of Credit:

Preview

All dates are in dd/mm/yyyy

General Details	
Channel Reference LC25070000000994	Bank Reference ILC/USL/23994/25
Issue Date 13/07/2025	Expiry Date 23/09/2025
Beneficiary CHAINLINK INDUSTRIES OF QATAR FOR TRADING,	Claim Presentation Date 27/04/2025
Presenter Reference ELC044221/25DPR	Claim Amount QAR 335,000.00
Claim Reference IBR001	
Bank Comments Request for approval from applicant Discrepancies: 1.LATE PRESENTATION	
Bank Attachments	

Review the details entered before submission.

Done

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (75)

Draft (122)

Actions (19)

Pending Approval (17)

Pending at Bank (224)

Rejected (2)

Closed (2)

Select Preference

Standard

Advanced Filter

Search

<input type="checkbox"/>	Channel Reference	Customer Reference	Bank Reference	Bill Reference	Issue Date	Events	Entity	Beneficiary	Currency	Amount	Actions
	LC25070000000994	LC25070000000994	ILC/USL/23994/25	-	13/07/2025	Message (Disc. Nack.)	103292	CHAINLINK INDUSTRIES OF QATAR FOR TRADING,	QAR	335,000.00	

Note: Once action is saved, you can find it under Drafts tab instead of Actions tab.

Consent Response

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (4)

Draft (31)

Actions (1)

Pending Approval (5)

Pending at Bank (3)

Rejected (0)

Closed (0)

Select Preference

Standard

Advanced Filter

Search

Channel Reference	Customer Reference	Bank Reference	Issue Date	Status	Entity	Beneficiary	Currency	Amount	Outstanding Amount	Ex	Actions
LC25080000002266	-	ILC/SLI/23682/25	11/08/2025	Wording Under Review	151515	Beneficiary	USD	\$ 65,555.00	\$ 0.00	28	
<input type="checkbox"/> LC25070000000935	Zahi2	ILC/USL/23977/25	-	09/07/2025	Consent Response	103292	ZAH1 BENEFICIARY	QAR	123.00		<div><div></div><div></div></div>

If bank requests principal’s consent for settlement, a consent response action will be triggered under Actions tab.

Action

Import Letter of Credit

Trade Finance Charges

Templates

Request Letter of Credit

Live (4)

Draft (31)

Actions (1)

Pending Approval (5)

Pending at Bank (3)

Rejected (0)

Closed (0)

Select Preference

Standard

Advanced Filter

Search

<input type="checkbox"/>	Channel Reference	Customer Reference	Bank Reference	Bill Reference	Issue Date	Action Type	Entity	Beneficiary	Currency	Amount	Actions
<input type="checkbox"/>	LC25080000002266	-	ILC/SLI/23682/25	-	11/08/2025	Consent Response	151515	Beneficiary	USD	\$ 65,555.00	

Showing 1 - 1 of 1 Records

1

Rows per page: 20

Page 1 1

<input type="checkbox"/>	LC25070000000935	Zahi2	ILC/USL/23977/25	-	09/07/2025	Consent Response	103292	ZAHI BENEFICIARY	QAR	123.00	<div><div></div><div></div></div>
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If bank requests principal’s consent for settlement, a consent response action will be triggered under Actions tab.

General Details

Consent Response

0 %

1 General Details

2 Attachments

3 Preview

Import Letter of Credit:

General Details

Channel Reference

LC25080000002266

Bank Reference

ILC/SLI/23682/25

Issue Date

11/08/2025

Is this a Provisional LC?

Yes

Expiry Date

28/08/2026

Beneficiary

Beneficiary

Event Reference

IBR001

Bank Comments

This is a General request to Applicant

Bank Attachments

File Type	Title	File Name	Actions
PDF	Editable Document	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c2c.pdf	
PDF	Outgoing SWIFT Message Details	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c36.pdf	

Consent Response

☒ Accept

☐ Reject


Customer Instructions

Instructions*

0/1750

Check the details provided by the bank then set the consent response as either Accept or Reject.

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بنك الريان
ALRAYAN BANK

Attachments

Consent Response

50 %

✓ General Details

2 Attachments

3 Preview

Import Letter of Credit

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF

⬆

Drag and Drop File

Browse

Saved just now

Save

Exit

Previous

Next

You can either drag and drop, or select the attachment based on the valid extensions.
You are allowed a maximum of 5 files of 1 MB each.

Preview

General Details

Attachments

3 Preview

All dates are in dd/mm/yyyy

General Details

Channel Reference
LC2508000002266

Issue Date
11/08/2025

Expiry Date
28/08/2026

Event Reference
ISS001

Bank Comments
We have acknowledged the issue of this Import Letter of Credit

Bank Reference
ILC/SLI/23682/25

Beneficiary
Beneficiary

Bank Attachments

File Type	Title	File Name	Action
PDF	Editable Document	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c2e.pdf	
PDF	Outgoing SWIFT Message Details	ede9ca9b5671f661:11b29dd5:19892dd3c83:6c36.pdf	

Customer Instructions

Consent Response
Accept

Instructions
I accept this draft LC

Attachments

There are no attachments added for this transaction

Exit

Previous

Submit

Review the details entered before submission.

Cancel

Cancel

0 %

1 General Details

2 Attachments

3 Preview

Import Letter of Credit:

General Details

Channel Reference

LC25080000002322

Bank Reference

ILC/SLI/23691/25

Issue Date

13/08/2025

Expiry Date

31/08/2025

Beneficiary

Beneficiary

Customer Instructions

Instructions*

Cancel LQ


9/1750

Exit

Next

Write your cancellation message in the customer instructions field.

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بنك الريان
ALRAYAN BANK

Attachments

Cancel

50 %

General Details

2 Attachments

3 Preview

Import Letter of Credit:

Saved just now Save

Attachments

Maximum 5 Files of 1 MB each

Valid extensions: PNG, JPEG, JPG, RTF, CSV, XLS, XLSX, DOCX, TXT, DOC, PDF, GIF

Drag and Drop File

Browse

Exit

Previous

Next

You can either drag and drop, or select the attachment based on the valid extensions. You are allowed a maximum of 5 files of 1 MB each

Preview

Cancel

100 %

General Details

Attachments

3 Preview

Import Letter of Credit:

Saved just now

Preview

All dates are in dd/mm/yyyy

General Details

Channel Reference
LC2508000002322

Issue Date
13/08/2025

Beneficiary
Beneficiary

Bank Reference
ILC/SLI/23691/25

Expiry Date
31/08/2025

Customer Instructions

Instructions
Cancel LC

Attachments

There are no attachments added for this transaction


Exit

Previous

Submit

Review the details entered before submission.

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