

## **Handling Letters of Credit**

*Exporting carries great risks. But Letters of Credit are a terrific way of not only managing the risk, but also building a sound policy for exporting.*



### **Who is it for?**

This one day practical workshop is aimed at exporting companies who regularly receive or handle Letters of Credit. The content is appropriate for Export Sales Managers, Finance and Administration teams and Shipping Departments.

### **Benefits**

From attending this course people will be able to:-

- Understand what a Letter of Credit is and how it fits within a company's export credit policy
- Identify when a Letter of Credit is appropriate as a means of mitigating credit risk
- Better prepare for receipt of a Letter of Credit by negotiating the most favourable terms in advance
- Understand the jargon and terms used within Letters of Credit
- Minimise the significant costs and risks associated with Letters of Credit
- Effectively prepare and check documents prior to presentation to the bank

### **Content**

- Export Methods of Payment, including Documentary Collections & Bills of Exchange
- What is a Letter of Credit?
- How Letters of Credit work
- Understanding the jargon
- Letter of Credit Confirmation: open and silent.
- Minimising the cost – bank charges
- The Letter of Credit rules: UCP 600 and International Standard Banking Practice

This list is not exhaustive so please talk to us if you don't see what you are looking for

### **Why X Learning?**

So much finance training can be dull and boring. We make this subject lively, fun, interesting and above all relevant by:

- Drawing learning from day to day events within the business
- Allowing participants to directly reflect on the organisation and the job they do
- Incorporating high levels of interactivity, for example:
  - Running light hearted but focussed business games
  - Using live company data where possible
  - Providing realistic case studies
- Cutting out the jargon and keeping things simple
- Encouraging group work
- Catering for different learning styles and providing multi sensory input

**Programme length options; 1 full day or 2 days depending upon your requirements**

To discuss **call** Mike on 07899 728 628 or David on 07984 817 328  
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