

Letters of Credit

WHO SHOULD ATTEND?

The course is ideally suited for sales, accounts, shipping or despatch personnel who have either just started handling Letters of Credit or would like some formal training. Delegates must be able to understand export terminology and documentation before they attend the course. The ideal candidate will be one who has handled some credits and has at least 6 months exporting experience.

WHAT WILL YOU LEARN?

This course outlines the main procedure and practice of handling Letters of Credit from the exporters' perspective. It covers the opening procedures through to the managing Letters of Credit, completing all the paperwork, including Bills of Exchange/Drafts and presentation to the banks. The objective is to ensure that following this course all delegates can process Letters of Credit through their company in a professional and competent manner.

COURSE CONTENT

- ✓ Letters of Credit opening procedure
- ✓ Completion of drafts
- ✓ UCP 600/ISBP rules
- ✓ Presentation to banks
- ✓ Letters of Credit/Processing/Management
- ✓ Letters of Credit types - Irrevocable, Revocable, Confirmed Irrevocable
- ✓ Letters of Credit - problem solving

TRAINER

Mark Burgess is a graduate member of the Institute of Export and a JETS accredited Institute trainer. He has been providing export/import courses for over 14 years and has worked with the DTI, Sitpro, various Chambers of Commerce and Productivity Associations as well as many major manufacturing companies. As a trainer, Mark has gained 13 years practical export/import experience.

COURSE INFORMATION

Venue: Chamber of Commerce, 53 Bugle Street, Southampton
Duration: 9.15am - 4.30pm

Lunch and course materials provided

RELATED COURSES

Export Starter
Export Documentation
Advanced Letters of Credit