



Import Letters of Credit module in GOonline Biznes

The **import Letters of Credit module** is designed to effectively manage this product. It provides access to all essential information. It enables you to submit and monitor the status of orders, as well as view scanned documents.

Changes introduced in the new version of the system:

- intuitive design and navigation which simplify order completion (through validation and suggestions);
- summary of all open letters of credit (by currency);
- available limit displayed on the main screen of the module;
- access to basic information and actions directly from the lists of letters of credit, orders and payments;
- option to create a new order to open a letter of credit based on previous orders;
- flexible search and additional filters (e.g., by users);
- completion of individual field names on order forms with SWIFT field numbers;
- option to add new fields in orders, including country of origin of goods and comments for the bank;
- direct editing of counterparties in the letters of credit module.

The import Letters of Credit module is located in the Trade Finance panel in GOonline Biznes.

After entering the **import Letters of Credit** module, the main screen will appear, displaying:

- summary of active letters of credit by currency,
- information on the amount and date of availability of the limit.

From the main screen, you can also access the order forms regarding:

- issuance a letter of credit (including a draft/ verification request),
- amending a letter of credit.

At the bottom of the main screen, you will find a menu with the following sections:

- List of L/Cs (by default, letters of credit with status "open" are displayed),
- List of orders
- Draft versions of orders,
- Fees and commissions,
- Payment register.

BNP PARIBAS

Accounts

Processing orders

Payments

File management

Cash

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Trade finance

Own guarantees

Import letters of credit

Export letters of credit

Export collection

Import collection

Counterparties

Applications and instructions

FX PL@net

Import letters of credit

Summary of import letters of credit

Letters of credit (6)

Active letters of credit PLN:4

Active letters of credit EUR:1

Active letters of credit USD:1

Limit

Limit

Available limit

Limit expiry date

List of letters of credit

List of orders

Preliminary orders (1)

Fees and commissions

Payment register

Search

Status

Date of issue

Date of expiry

Show more (1)

Date of issue

Date of expiry

L/C number

Own ref. no.

Beneficiary

Amount

Amount with tolerance

L/C balance

Currency

Source of financing

Settlement form

Status

09.12.2025

21.01.2026

LCIMP/037532/25

test dla 4UJWCJ

JINJIANG WINNING IMPORT AND EXPORT TRADING CO.,LTD

66 717,00 USD

66 717,00 USD

66 717,00 USD

Non-revolving line

Funds in the account

Open

1. List of L/Cs

1.1 List of L/Cs

The list shows all company (or holding company) L/Cs, specifying:

- L/C opening date/ validity date,
- L/C number,
- Beneficiary,
- L/C amount and currency / amount with positive tolerance / balance,
- Funding source/ Settlement form,
- Status.

By default, the status filter for L/Cs is set to 'Open'. Filters allow you to search for L/Cs based on specific parameters. For text filters, simply enter a fragment of the text you are looking for, e.g., digits of the L/C number. Filters can be combined.

List of letters of credit

List of orders

Preliminary orders (1)

Fees and commissions

Payment register

Search

Status

Date of issue

Date of expiry

Show less (1)

Currency

Amount from

Amount to

Amount with tolerance from

Amount with tolerance to

L/C balance from

L/C balance to

Source of financing

Settlement form

RESET FILTERS

1.2 Further information and actions

After expanding the arrow on the right side of the screen, additional information about the specific L/C will be displayed. Buttons for the following actions will also appear:

- Download documents,

- Create similar,
- Request a change,
- Details.

☐	01.10.2025 30.11.2025	LCIMP/037362/25 000000001	000000001	1 000 000,00 USD 1 000 000,00 USD 1 000 000,00 USD	Own funds Funds in the account	Open	
40A: L/C form Irrevocable				41D: Letter of credit available by: Deferred payment	42P: Due date On date 31.10.2025		
44C: Latest date of shipment -				31D: Date of L/C expiry 30.11.2025	Available balance 1 000 000,00 USD		
Discount No							
DOWNLOAD DOCUMENTS CREATE SIMILAR ORDER AN AMENDMENT DETAILS							

1.3 L/C details

The "Details" tab is divided into sections. Navigation within it is facilitated by the menu on the right side of the screen.

On this page, you can find information about:

- Applicant and Beneficiary, as well as the Beneficiary's bank,
- L/C number, type, amount, and currency,
- Funding source, settlement form, cost instructions,
- L/C validity and availability,
- Transaction object,
- Shipment deadlines and delivery base,
- Required documents (classified by document type),
- Additional conditions,
- Attached copies of SWIFT messages.

[Import letters of credit](#) / LCIMP/037362/25

LCIMP/037362/25

[L/C Details](#) [Fees and commissions](#) [Payment register](#) [L/C history](#)



L/C Details

31C: Date of issue
01.10.2025

20: L/C number
LCIMP/037362/25

Own ref. no.
000000001



Applicant

50: Company

50: Address

50: Country

L/C Details

SWIFT: 31C, 20

Applicant
SWIFT: 50

Contact to the applicant

Form and amount of L/C
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Costs and commissions



Form and amount of L/C

40A: L/C form
Irrevocable

32B: L/C amount and currency
150 000,00 EUR

Accounting balance
86 740,48 EUR

Sum of payments made
63 259,52 EUR

Available balance
86 740,48 EUR

Sum of all payments
63 259,52 EUR

Initial L/C amount
63 340,70 EUR



Source of financing

Source of financing
Multi option premium credit line WAR/3010/03/535

L/C Details
SWIFT: 31C, 20

Applicant
SWIFT: 50

Contact to the applicant

Form and amount of L/C
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Costs and commissions
SWIFT: 71D

Beneficiary
SWIFT: 59, 57A, 57D, 72Z

L/C availability
SWIFT: 41A, 41D, 49, 71D

Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 46A, 43P, 43T

Dates
SWIFT: 44C, 44D, 48, 31D

Required documents
SWIFT: 46A



Settlement form

Settlement form
Funds in the account

Account name and number
FC ACCOUNT (EUR)
97 1600 0003 1002 3591 8000 0026

L/C Details
SWIFT: 31C, 20

Applicant
SWIFT: 50

Contact to the applicant

Form and amount of L/C
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Costs and commissions
SWIFT: 71D

Beneficiary



Costs and commissions

71D: Costs and commissions of foreign/intermediary banks are paid by
Beneficiary

71D: Costs and commissions of BNP Paribas Bank Polska S.A. are paid by
Applicant



Beneficiary

Beneficiary's details

59: Counterparty's name
ABC COMPANY LTD

59: Counterparty's address
101 ABBEY ROAD, WASHINGTON NEWARE

59: Counterparty's country
United States of America

59: Counterparty's account number
-

Contact to the beneficiary

72Z: Name or first name and surname
Mr. X

72Z: Telephone number
+9917487987987

72Z: E-mail address
-

SWIFT/ BIC code of the beneficiary's bank

57A: SWIFT/BIC code of the counterparty's bank
GEBABEBBXXX
BNP PARIBAS FORTIS (FORTIS BANK SA/, 0000, Belgium)

L/C Details
SWIFT: 31C, 20

Applicant
SWIFT: 50

Contact to the applicant

Form and amount of L/C
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Costs and commissions
SWIFT: 71D

Beneficiary
SWIFT: 59, 57A, 57D, 72Z

L/C availability
SWIFT: 41A, 41D, 49, 71D

Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 46A, 43P, 43T

Dates
SWIFT: 44C, 44D, 48, 31D


L/C availability

41D: L/C available with
Any bank in the beneficiary's country

41D: Letter of credit available by
Payment

41D: Due date
At sight

49: Confirmation instruction
Confirm

71D: Confirmation costs are paid by
Beneficiary


Transaction subject

45A: Transaction subject
Goods

Country of origin of the goods
Indonesia

45A: Description
dsdsdsdsdsdsssd

L/C Details
SWIFT: 31C, 2D
Applicant
SWIFT: 50
Contact to the applicant
Form and amount of L/C
SWIFT: 40A, 30B, 36A
Source of financing
Settlement form
Costs and commissions
SWIFT: 71D
Beneficiary
SWIFT: 56, 57A, 57D, 72Z
L/C availability
SWIFT: 41A, 41D, 49, 71D
Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 45A, 43R, 43T
Dates
SWIFT: 44C, 44D, 48, 31D
Required documents
SWIFT: 46A

Other information about the selected L/C can be found in the adjacent tabs:

- "Fees and commissions",
- "Payment register",
- "L/C history".

L/C Details
Fees and commissions
Payment register
L/C history


L/C history

Event date
Event kind
Event type
Show more

Event date Event time	Event kind Event type	Amount Currency
03.11.2025 17:38	Discrepancy acceptance order Order execution	1 006,00 EUR
14.07.2025 13:07	Discrepancy acceptance order Order execution	111,10 EUR
14.07.2025 00:00	Import letter of credit Opening an L/C	33 333,00 EUR

Records per page: 10
1-3 of 3 items

Download a PDF with the entire history

2. List of orders

The List of orders displays all orders along with their current statuses. A wide range of filters allows you to obtain precise information depending on the user's needs.

Next to the "List of orders" there is a section called "Draft orders" where orders are stored after being saved but not yet sent for signature/ to the bank.

List of letters of credit		List of orders	Preliminary orders (4)	Fees and commissions	Payment register		
Search		Q	Status	Entry date	Currency	Show more	
☐	Status change date Ent. date	Order number Own ref. no.	Beneficiary	Amount Amount with tolerance Currency	Source of financing Settlement form	Order type	Status Signature
☐	23.12.2025 23.12.2025	- tlumaczania	qiwur bvqwur lsj rp	999,00 USD 1 008,99 USD	Own funds Funds from the deposit	L/C order	Saved -
☐	23.12.2025 22.12.2025	LCIMP/037447/25 tlumaczania	qiwur bvqwur lsj rp	999,00 USD 1 008,99 USD	Own funds Funds from the deposit	L/C amendment	Sent for processing -
☐	23.12.2025 23.12.2025	LCIMP/037447/25 tlumaczania	qiwur bvqwur lsj rp	999,00 USD 1 008,99 USD	Own funds Funds from the deposit	L/C amendment	Registered -
☐	23.12.2025 23.12.2025	LCIMP/037458/25 form a	qiwur bvqwur lsj rp	435,00 USD 439,35 USD	Own funds Funds from the deposit	Verification	Registered -
☐	23.12.2025 23.12.2025	LCIMP/037457/25 diox predef 2	X FIRMA156602 X	632,98 USD 702,61 USD	Own funds Funds from the deposit	Draft	Registered -
☐	23.12.2025 23.12.2025	LCIMP/037459/25 form a	qiwur bvqwur lsj rp	999,00 USD 1 008,99 USD	Own funds Funds from the deposit	Verification	Registered -

Orders can also be found in the **Order processing** module, after going to the “Import Letters of Credit” tab.

List of orders
Your handlings (28) To do (31) Rejected (2) All
Applications (3) Agreements Counterparties (1) Import letters of credit (24)
Search Q Status All Entry date 01.12.2025 - 19.12.2025 Currency Show less (1)
Amount from 8 000,00 x Amount to Source of financing Settlement form Order type Entered by Modified by Authorised by
RESET FILTERS
☐ Status change date Ent. date Order number Own ref. no. Beneficiary Amount Amount with tolerance Currency Source of financing Settlement form Order type Status Signature
☐ 17.12.2025 17.12.2025 - x1x12 000000001321 31 212,00 USD 31 212,00 USD Own funds Funds in the account L/C order Saved
☐ 10.12.2025 10.12.2025 LCIMP/037398/25 000000001 000000001321 31 212,00 USD 31 524,12 USD Own funds Funds in the account L/C amendment Saved
☐ 08.12.2025 08.12.2025 LCIMP/037434/25 x1x12 X FIRMA75477 BYSTREK345 12 313,00 USD 12 929,00 USD Multi option premium credit line Funds from the deposit L/C amendment Saved
Records per page: 10 1-3 of 3 items 1

3. Fees and commissions

The list displays all costs for the selected L/C. They may have the following statuses: "collected", "to be collected", "cancelled". The user can sort the list of fees and commissions according to selected filters and save it in the xls, csv or pdf format.

List of letters of credit

List of orders

Preliminary orders (4)

Fees and commissions

Payment register

Search

Q

Status

Select all

Canceled

Charged

To be charged

Date

From the last 90 days

Currency

Show more

Date

L/C number

Fee title

Account number

Amount

Status

22.12.2025

LCIMP/037441/25

Issuing

80 1600 1071 0003 0112 1099 7001

50,00 PLN

To be charged

22.12.2025

LCIMP/037447/25

Opening an L/C

80 1600 1071 0003 0112 1099 7001

300,00 PLN

Charged

22.12.2025

LCIMP/037441/25

L/C execution

80 1600 1071 0003 0112 1099 7001

300,00 PLN

Charged

22.12.2025

LCIMP/037441/25

Deferred payment

80 1600 1071 0003 0112 1099 7001

600,00 PLN

To be charged

4. Payment register

The list of payments allows you to obtain information about all recorded payments related to L/Cs. It includes details such as registration date and payment date, beneficiary, amount, status of documents and the payment itself.

List of letters of credit		List of orders		Preliminary orders (4)		Fees and commissions		Payment register			
Search				Status Selected 5/6		Registration date 04.11.2025 - 10.11.2025		Payment date		Show more	
☐	Reg. date Pymt. date	L/C number Own ref. no.	Payment no.		Beneficiary		Payment amount Currency		Discount Documents		Status
☐	04.11.2025 -	LCIMP/037398/25 000000001	LCIMP/037398/25/P001		000000001321j KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059		122,00 USD		Undiscounted Compliant		Approved
☐	04.11.2025 04.11.2025	LCIMP/037398/25 000000001	LCIMP/037398/25/P002		000000001321j KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059		666,00 USD		Undiscounted Discrepant		Rejected
☐	04.11.2025 04.11.2025	LCIMP/037398/25 000000001	LCIMP/037398/25/P003		000000001321j KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059		88,88 USD		Undiscounted Compliant		Approved
☐	04.11.2025 04.11.2025	LCIMP/037398/25 000000001	LCIMP/037398/25/P004		000000001321j KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059		99,99 USD		Undiscounted Discrepant		Rejected
Records per page: 10 1-4 of 4 items											

To view more information about a specific payment, click on it. The system will show you its details. Additional information and comments regarding the presented commercial documents are also available here.

Payment details

Approved

Payment number

LCIMP/037398/25/P001

L/C number

LCIMP/037398/25

Own ref. no.

000000001

Payment date

-

Costs of foreign banks

— USD

Debited account

70 1600 0003 1002 1099 7000 0001

Settlement form

Funds in the account

Payment amount / Debited amount

122,00 USD

122,00 USD

Beneficiary

Name and address

000000001321j KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059

Country

India

Discount

Undiscounted

To use the discount option, please contact the L/C team or submit an order to the letter of credit.

Information about documents

Compliant

Discrepancies

No discrepancies

Bank's comments

No comments

Document transfer date

-

Payment details

Beneficiary

Discount

Information about documents

You can accept or reject payments that were previously rejected due to discrepancies in the presented documents. Use the buttons available on the list of payments or in the details.

7

Klasyfikacja : Jawne / Classification : Public

List of letters of credit

List of orders

Preliminary orders (13)

Fees and commissions

Payment register

Search

LCIMP/037398/25

x

Q

Status

Selected 5/6

▼

Registration date

▼

Payment date

▼

Show more ▼

☐ ▼	Reg. date ▼ Pymt. date ▼	L/C number ▼ Own ref. no. ▼	Payment no. ▼	Beneficiary ▼	Payment amount ▼ Currency ▼	Discount ▼ Documents ▼	Status ▼	
☐	04.11.2025 -	LCIMP/037398/25 000000001	LCIMP/037398/25/P001	000000001321J KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059	122,00 USD	Undiscounted Compliant	Approved	▼
☐	04.11.2025 04.11.2025	LCIMP/037398/25 000000001	LCIMP/037398/25/P002	000000001321J KONDIVITA LANE,OFF ANDHERI-KURLA RO ANDHERI (EAST),MUMBAI- 400 059	666,00 USD	Undiscounted Discrepant	Rejected	▲
Due date On ... (date)			L/C form Irrevocable		Settlement form Funds in the account			
Go to the documents in the L/C details →								

DETAILS

REJECT

ACCEPT

Order forms for issuing and amending a letter of credit

5. Order to issue a letter of credit - instructions

To complete an order:

- select the "L/C issuance order" from the main screen of the module,

Import letters of credit

- Letter of credit issuance order
-
- Letter of credit amendment order

Summary of import letters of credit

Letters of credit (14)

Active letters of credit EUR:8

Amount:

351 530,78 EUR

Amount with tolerance:

353 830,83 EUR

L/C balance:

170 927,43 EUR

Active letters of credit USD:6

Amount:

1 090 124,40 USD

Amount with tolerance:

1 100 124,40 USD

L/C balance:

1 100 124,40 USD

Limit

Limit

Multi option premium credit line / WAR... X v

Available limit

343 571,69 EUR

Limit expiry date

15.01.2027

See more

- or create it using the "Create similar" function from within the previously opened L/Cs.

☐ v	Date of issue Date of expiry	L/C number Own ref. no.	Beneficiary	Amount Amount with tolerance L/C balance Currency	Source of financing Settlement form	Status
☐	28.01.2026 31.01.2026	LCIMP/037531/26 powiadom w b/l	X FIRMA156602 X	5 332.00 USD 5 332.00 USD 5 332.00 USD	Multi option premium credit line Loan disbursement	Open
40A: L/C form Irrevocable		41D: Letter of credit available by: Deferred payment		42P: Due date Deffered payment 80 days after date of prezentacji dokumentów		
44C: Latest date of shipment 30.11.2025		31D: Date of L/C expiry 31.01.2026		Available balance 5 332.00 USD		
Discount No						
				DOWNLOAD DOCUMENTS	CREATE SIMILAR	ORDER AN AMENDMENT
				DETAILS		

Using the "L/C issuance order" form, you can fill in the required L/C parameters. The "Applicant" details will be pre-filled by default, depending on the current user settings. You can modify these settings as needed.

Complete all fields marked with an asterisk (*).

If you enter data incorrectly, you will be notified by a message.

L/C issuance order

Required fields are marked with an asterisk (*)

Own reference number

Applicant

50: Company

X DUMATA FIRMA147

Applicant

SWIFT: 50

Contact to the applicant

L/C form and amount

SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Costs and commissions

Just like in the "L/C details" section, a navigation menu will appear on the right side of the screen in the "L/C opening order" form. This menu guides you through the consecutive sections of the order. It also displays information about the completeness of the entered data or any missing items.

You can complete data in particular sections by selecting items from available drop-down lists. Lists with frequently used parameters are automatically suggested.

At the bottom of the screen, functional buttons are available, allowing you to:

- send the order for verification (including draft preparation),
- send the order for verification by the bank,
- request draft preparation,
- save a preliminary order,
- approve the order (depending on user authorisation rights).

SEND FOR VERIFICATION BY THE BANK AND ORDER DRAFT PREPARATION

SEND FOR VERIFICATION BY THE BANK

ORDER DRAFT PREPARATION

SAVE THE PRELIMINARY ORDER.

CONFIRM

For user convenience, we have extended field names by the field number appearing in the SWIFT message with the content of the L/C (e.g., 40A: Type, 32B: L/C amount and currency, 59: Beneficiary, etc.).

In the "Funding source" and "Settlement form" sections, select the appropriate options available on the lists. Then, add information regarding the L/C costs.

L/C form and amount

42A: L/C amount*

Irrevocable

32B: L/C amount*

10 000.00 x

32B: L/C currency*

EUR

☒ Tolerance

39A: Positive tolerance percentage*

10 x %

1/1 L/C amount with positive tolerance

11 000.00 EUR

39A: Negative tolerance percentage*

10 x %

Source of financing

Source of financing*

Non revolving line

☐ Deposit

Settlement form

Settlement form*

Funds in the account

We authorise BNP Paribas Bank Polska S.A. to debit our account.
Account no.*

FC ACCOUNT 97 1800 0003 1002 0591 8000 0028 EUR

Costs and commissions

71D: Costs and commissions of foreign/intermediary banks are paid by:
☐ Applicant
☒ Beneficiary

71D: Costs and commissions of BNP Paribas Bank Polska S.A. are paid by:
☒ Applicant
☐ Beneficiary

Applicant
SWIFT: 50

Contact to the applicant
SWIFT: 42A, 32B, 39A

L/C form and amount
SWIFT: 42A, 32B, 39A

Source of financing
SWIFT: 71D

Settlement form
SWIFT: 59, 57A, 57D

Costs and commissions
SWIFT: 71D

Beneficiary
SWIFT: 59, 57A, 57D

L/C availability
SWIFT: 42A, 41D, 49, 71D

Transaction subject
SWIFT: 45A, 46A, 44E, 44F, 44B, 46A, 43D, 43T

Dates
SWIFT: 44C, 44D, 48, 51D

Required documents
SWIFT: 49A

Additional conditions
SWIFT: 47A

Comments for the bank
SWIFT: 47A

Statement

Beneficiary details can be selected in one of three ways:

- from the existing counterparty database,
- by entering new data,
- using updated beneficiary details.

In the next step, you can add the beneficiary to the counterparty list. Then, complete the details of the beneficiary's bank.

Beneficiary

Beneficiary's details

Counterparty

ABC COMPANY ABC COMPANY LTD x

59: Counterparty's name*

ABC COMPANY LTD 15 / 70

59: Counterparty's address*

101 ABBEY ROAD, WASHINGTON NEWARE 33 / 67

59: Counterparty's country*

United States of America

59: Counterparty's account number

Contact to the beneficiary

712: Name or first name and surname (max. 35 characters)

Mr. X x

712: Telephone number
1/1 A foreign number should be entered with the "+" sign and the country code.

+9817487987987 x

712: E-mail address

DELETED CONTACT TO THE BENEFICIARY

Select one of the options**
☐ Add the beneficiary to the list of counterparties
☐ Update the beneficiary on the list of counterparties

Details of the beneficiary's bank

57A: SWIFT/BIC code of the counterparty's bank*

CITIUS33XXX x

☐ I don't know the SWIFT/BIC code

CITIBANK N.A., NEW YORK, United States of America

Applicant
SWIFT: 50

Contact to the applicant
SWIFT: 42A, 32B, 39A

L/C form and amount
SWIFT: 42A, 32B, 39A

Source of financing
SWIFT: 71D

Settlement form
SWIFT: 59, 57A, 57D

Costs and commissions
SWIFT: 71D

Beneficiary
SWIFT: 59, 57A, 57D

L/C availability
SWIFT: 42A, 41D, 49, 71D

Transaction subject
SWIFT: 45A, 46A, 44E, 44F, 44B, 46A, 43D, 43T

Dates
SWIFT: 44C, 44D, 48, 51D

Required documents
SWIFT: 49A

Additional conditions
SWIFT: 47A

Comments for the bank
SWIFT: 47A

Statement

Fill in information about the L/C availability, payment term and confirmation instructions.

L/C availability

L/C available with:

☐ Selected bank

41A: L/C available with*

☐ I don't know the SWIFT/BIC code

☒ 41D: any bank in the beneficiary's country

41A/D: L/C available by**

Deferred payment

42P: Due date

☒ Deferred payment

Number of days*

90 x

days after the date of

Event*

shipment

☐ Payment on the date

Select the date (dd.mm.yyyy)*

dd.mm.yyyy



4B: Confirmation instruction*

May add

71D: Confirmation costs are paid by:

☐ Applicant

☒ Beneficiary

Applicant

SWIFT: 50

Contact to the applicant

L/C form and amount

SWIFT: 40A, 50B, 59A

Source of financing

Settlement form

Costs and commissions

SWIFT: 71D

Beneficiary

SWIFT: 5B, 57A, 57D

L/C availability

SWIFT: 41A, 41D, 4B, 71D

Transaction subject

SWIFT: 45A, 44A, 44E, 44F, 44B, 45A, 43P, 43T

Dates

SWIFT: 44C, 44D, 4B, 51D

Required documents

SWIFT: 48A

Additional conditions

SWIFT: 47A

Comments for the bank

Statement

Complete the section containing information about the transaction subject. Provide a detailed description and country of origin – this is a mandatory requirement. Select the delivery base details. Enter shipment and destination locations.

Transaction subject

45A: Transaction subject*

Goods

45A: Description*

FULL DESCRIPTION OF THE GOODS COMPLIANT WITH THE INVOICE

5B / 637D

[Open a larger editor](#)

Country of origin of the goods*

United States of America

Information for the bank only. It will not be transmitted in the SWIFT message

45A: Delivery base*

FOB - Free On Board

44A: Place of shipment takeover

0 / 34D

44E: Port of loading/ Airport of departure*

PORT ABC

8 / 34D

44F: Port of discharge/ Airport of destination*

PORT XYZ

8 / 34D

44B: Place of Final Destination

0 / 34D

Applicant

SWIFT: 50

Contact to the applicant

L/C form and amount

SWIFT: 40A, 50B, 59A

Source of financing

Settlement form

Costs and commissions

SWIFT: 71D

Beneficiary

SWIFT: 5B, 57A, 57D

L/C availability

SWIFT: 41A, 41D, 4B, 71D

Transaction subject

SWIFT: 45A, 44A, 44E, 44F, 44B, 45A, 43P, 43T

Dates

SWIFT: 44C, 44D, 4B, 51D

Required documents

SWIFT: 48A

Additional conditions

SWIFT: 47A

Comments for the bank

Statement

Specify options related to freight, partial deliveries and transshipment.

46A: Freight

☒ collect

☐ prepaid

43P: Partial shipments*

☒ Prohibited

☐ Allowed

☐ Conditional

Complete the details of conditional partial shipment in the 'Additional conditions' field. You will find the field at the end of the form.

43T: Transshipment*

☒ Prohibited

☐ Allowed

☐ Conditional

Complete the details of conditional transshipment in the 'Additional conditions' field. You will find the field at the end of the form.

Applicant

SWIFT: 50

Contact to the applicant

L/C form and amount

SWIFT: 40A, 50B, 59A

Source of financing

Settlement form

Costs and commissions

SWIFT: 71D

Beneficiary

SWIFT: 5B, 57A, 57D

L/C availability

SWIFT: 41A, 41D, 4B, 71D

Transaction subject

SWIFT: 45A, 44A, 44E, 44F, 44B, 45A, 43P, 43T

In the "Dates" section, provide information about loading dates, document submission deadlines, L/C validity date and place.

Dates

44C: Latest Date of Shipment

Select the final date (dd.mm.yyyy)*

30.04.2026

44D: Shipment period for subsequent batches of goods

Description*

0 / 500

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48: Documents are to be presented*

on

Number of days* 21 x days after the date of Event* shipment

but within the L/C validity.

within the L/C validity

51D: Date of L/C expiry*

21.05.2026

51D: Place of L/C expiry

United States of America

- Applicant
SWIFT: 50
- Contact to the applicant
- L/C form and amount
SWIFT: 40A, 31B, 39A
- Source of financing
- Settlement form
- Costs and commissions
SWIFT: 71D
- Beneficiary
SWIFT: 59, 57A, 57D
- L/C availability
SWIFT: 41A, 41D, 49, 71D
- Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 48A, 43P, 43T
- Dates**
SWIFT: 44C, 44D, 48, 51D
- Required documents
SWIFT: 48A
- Additional conditions
SWIFT: 47A
- Comments for the bank

An essential part of the order is the information about documents required under the L/C.

We have divided the documents section into subsections by document type (including: commercial, transport, insurance documents, certificates of origin, other), depending on the user's selection.

Required documents

46A: Commercial documents

☐ Commercial invoice

☐ Packing list

46A: Transport documents

☐ Bill of lading

☐ Land and air transport documents

☐ Other details - transport documents

46A: Insurance documents

Insurance document

Select

Select the insurance document to display the relevant fields of the form

☐ Other details - insurance documents

46A: Certificates of origin

☐ Certificate of origin

☐ Certificate of origin GSP Form A

46A: Additional documents

If documents have already been selected in the previous sections, describe each additional document in a separate line below, starting with the + symbol. If you are providing all documents only here, the + symbol is not required.

Details

+ additional documents

22 / 5000

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- Applicant
SWIFT: 50
- Contact to the applicant
- L/C form and amount
SWIFT: 40A, 31B, 39A
- Source of financing
- Settlement form
- Costs and commissions
SWIFT: 71D
- Beneficiary
SWIFT: 59, 57A, 57D
- L/C availability
SWIFT: 41A, 41D, 49, 71D
- Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 48A, 43P, 43T
- Dates**
SWIFT: 44C, 44D, 48, 51D
- Required documents**
SWIFT: 48A
- Additional conditions
SWIFT: 47A
- Comments for the bank
- Statement

After selecting a specific document, a field will appear to enter the required number of originals and copies, as well as an additional field for further details.

46A: Commercial documents

Commercial invoice

Number of originals*	Number of copies*
1	0
Details	
STAMPED AND SIGNED	
18 / 850	

[Open a larger editor](#)

Packing list

Number of originals*	Number of copies*
1	0
Details	
0 / 195	

46A: Transport documents

Bill of lading

Bill type*

Bill of lading [B/L]

No. of bills of lading*	Number of originals*	Number of copies*
3	3	3

Issuance method*

To the order

Endorsement

☒ Named party

Party's details*

ABC SPEDEITION LTD

17 / 70

☐ In blanco

☒ Notify party

Enter the details of the party to be notified about the delivery

Applicant	✓
SWIFT: 50	
Contact to the applicant	✓
L/C form and amount	✓
SWIFT: 45A, 51B, 59A	
Source of financing	✓
Settlement form	✓
Costs and commissions	✓
SWIFT: 710	
Beneficiary	✓
SWIFT: 59, 57A, 57D	
L/C availability	✓
SWIFT: 41A, 41D, 49, 71D	
Transaction subject	✓
SWIFT: 45A, 44A, 44E, 44F, 44B, 48A, 43P, 43T	
Dates	✓
SWIFT: 44C, 44D, 48, 51D	
Required documents	✓
SWIFT: 45A	
Additional conditions	✓
SWIFT: 47A	
Comments for the bank	✓
Statement	✓

The next element of the order consists of optional fields:

- "Additional conditions" (transferred to the L/C content),
- "Notes for the bank" (for bank information only).

The order ends with a declaration of acceptance of the L/C opening terms.

Additional conditions

47A: Additional conditions

0 / 5550

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Comments for the bank

Comments for the bank

0 / 300

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Statement

We request opening a documentary letter of credit in accordance with the instructions included in this order, the Bank's regulations, and the latest edition of the 'Uniform Customs and Practice for Documentary Credits' published by the International Chamber of Commerce in Paris.

We acknowledge the rules included in the [Uniform Customs and Practice for Documentary Credits](#) and we state that this order is not in contradiction to Polish legal regulations, including in particular the foreign currency law in force.

In justified cases arising from the terms of the letter of credit, please include in the content of the documentary letter of credit the rules set forth in the latest edition of the 'Uniform Rules for Bank-to-Bank Reimbursements under Documentary Credits' published by the International Chamber of Commerce in Paris.

☒ We accept the content of the statement

Transaction subject	✓
SWIFT: 45A, 44A, 44E, 44F, 44B, 48A, 43P, 43T	
Dates	✓
SWIFT: 44C, 44D, 48, 51D	
Required documents	✓
SWIFT: 45A	
Additional conditions	✓
SWIFT: 47A	
Comments for the bank	✓
Statement	✓

After submitting the declaration, depending on your preferences, click one of the functional buttons below. These lead to further steps in the process (based on user authorisation rights).

Cancel

Save

SIGN

SIGN AND SEND

6. Order to amend a letter of credit - instructions

Select the "L/C amendment order" from the main screen.

BNP PARIBAS

Import letters of credit

Letter of credit issuance order Letter of credit amendment order

Summary of import letters of credit

Letters of credit (101)

Active letters of credit USD:94		Active letters of credit EUR:6	
Amount:	3 774 081,36 USD	Amount:	269 285,70 EUR
Amount with tolerance:	4 105 176,10 USD	Amount with tolerance:	288 871,93 EUR
L/C balance:	3 761 875,31 USD	L/C balance:	233 379,67 EUR

After entering the form, select the specific L/C from the list to be amended.

Letter of credit amendment order

Required fields are marked with an asterisk (*)

Company
FIRMA81709 SP. Z O.O.

L/C number

Letter of credit subject to amendment*

Select

- LCIMP/037635/26
- LCIMP/037625/26
- LCIMP/037394/25
- LCIMP/037312/25
- LCIMP/037310/25
- LCIMP/037183/25
- LCIMP/036905/25
- LCIMP/036896/25
- LCIMP/036895/25

Letter of credit subject to amendment.

You can also initiate an amendment by selecting the "Order amendment" action after clicking on a specific L/C on the "List of L/Cs":

List of letters of credit
List of orders
Preliminary orders (5)
Fees and commissions
Payment register

Search
Q
Status
Open
Date of issue
Date of expiry
Show more

Date of issue
Date of expiry
L/C number
Own ref. no.
Beneficiary
Amount
Amount with tolerance
L/C balance
Currency
Source of financing
Settlement form
Status

22.04.2026
19.10.2026
LCIMP/037741/26
nufka akredytyfka vol.2
BIG EXPORTER PLC
123,20 USD
135,52 USD
135,52 USD
Own funds
Funds in the account
Open

40A: L/C form
Irrevocable
41D: Letter of credit available by:
Negotiation
42P: Due date
On date 20.08.2026
44C: Latest date of shipment
05.10.2026
31D: Date of L/C expiry
19.10.2026
Available balance
135,52 USD
Discount
No

Download documents
Create similar
Order an amendment
Details

After selecting the L/C to be amended, the amendment order form will appear, displaying fields that can be modified (e.g., amount, tolerance level, funding source or settlement form).

L/C amount

32B: Current L/C amount and currency
123,20 USD
39A: Current positive/negative tolerance percentage
10 % / 5 %

If you wish to resign from tolerance, enable 'Change tolerance' and enter zeros.

Change the L/C amount

Change to:

34B: L/C amount*
0,00 USD

Change tolerance

L/C amount with positive tolerance
135,52 USD

Source of financing

Current source of financing
Own funds
Change the source of financing

L/C number

Applicant
SWIFT: 50

Contact to the applicant

L/C amount
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Beneficiary
SWIFT: 59, 57A, 57D

Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 46A, 43P, 43T

Dates
SWIFT: 44C, 44D, 48, 31D

Other changes

Comments for the bank

Costs and commissions related to the amendment

If necessary, you can also change the beneficiary’s details.

Beneficiary

Current details of the beneficiary

59: Counterparty's name
BIG EXPORTER PLC
59: Counterparty's address
3131/887 PING PONG PLAZA
59: Counterparty's country
Hong Kong
59: Counterparty's account number
-

If you wish to add a contact person, enable 'Change beneficiary's details'.

Change beneficiary's details

Current details of the beneficiary's bank

59: 57A: SWIFT/BIC code of the counterparty's bank
HASEHKHXXX
HANG SENG BANK LIMITED, HONG KONG, Hong Kong

Change beneficiary's bank details

L/C number

Applicant
SWIFT: 50

Contact to the applicant

L/C amount
SWIFT: 40A, 32B, 39A

Source of financing

Settlement form

Beneficiary
SWIFT: 59, 57A, 57D

Transaction subject
SWIFT: 45A, 44A, 44E, 44F, 44B, 46A, 43P, 43T

Dates
SWIFT: 44C, 44D, 48, 31D

Other changes

Comments for the bank

Costs and commissions related to the amendment

After completing all required changes, approve the order by clicking the "Approve" button.

7. Generating reports

In each tab of the module (List of L/Cs, List of orders, Payment register, Fees and commissions), you can generate reports on your own in the following formats: xls, csv or pdf.

List of letters of creditList of ordersPreliminary orders (5)Fees and commissionsPayment register

Search

StatusOpen

Date of issue

Date of expiry

Show more

	Date of issue	L/C number	Beneficiary	Amount	Source of financing	Status
	Date of expiry	Own ref. no.		Amount with tolerance	Settlement form	
				L/C balance		
				Currency		
✓	22.04.2026 19.10.2026	LCIMP/037741/26 nufka akredytyfka vol		123,20 USD 135,52 USD 135,52 USD	Own funds Funds in the account	Open
✓	20.10.2025 14.12.2025	LCIMP/037288/25 LUCKY TEXTILE		19 645,00 USD 21 609,50 USD 21 609,50 USD	Multi-option premium credit line Funds in the account	Open
✓	20.10.2025 29.12.2025	LCIMP/037287/25 TKSC2533014	PA	29 131,20 USD 32 044,32 USD 32 044,32 USD	Multi-option premium credit line Funds in the account	Open

Download

Select file format

☒ PDF☐ CSV☐ XLS

CANCELDOWNLOAD