

<p><b>PRODUCT DISCLOSURE SHEET</b></p> <p>(Read this Product Disclosure Sheet before you decide to apply for Letter of Credit. Be sure to also read the terms in the Letter of Offer. Seek clarification from your institution if you do not understand any part of this document or the general terms).</p>	<p><b>LETTER OF CREDIT</b></p> <p>Date:</p>
<p><b>1. What is this product about?</b></p> <p>A Letter of Credit (LC) is an irrevocable written conditional undertaking given by the Bank (Issuing Bank) to the Seller (Beneficiary) for account of the Buyer (Customer) to pay the Seller a certain sum of money as stipulated in the LC upon compliance with the terms and conditions of the said LC.</p>	
<p><b>2. What are the main features of this product?</b></p> <ul style="list-style-type: none"> <li>• LCs are issued subject to the Uniform Customs and Practice for Documentary Credits, Publication 600 (UCP 600), Uniform Rules for Bank-to-Bank Reimbursement, Publication 725 (URR 725) and is further guided by International Standard Banking Practice, Publication 745 (ISBP 745).</li> <li>• LCs may be issued to be payable at Sight (immediate payment) or Usance (payable on a future date), always provided the terms and conditions of the said LC are met.</li> <li>• LCs are issued to secure the purchase/ import of goods or services, in RM or foreign currency denomination.</li> <li>• The LC instrument is independent of its underlying commercial contract between the Seller and the Buyer.</li> <li>• Payments under LC may be further financed, provided you have prior approved Trade Financing Facilities with the Bank.</li> </ul>	
<p><b>3. How do I apply for this product?</b></p> <ul style="list-style-type: none"> <li>• You will need to have an approved LC Facility with the Bank and application must be made in the Bank's standard Application Form, duly completed and signed by your authorised signatory/ies.</li> <li>• Each application to be accompanied by copy Purchase Order or Sales Contract, if available</li> </ul>	
<p><b>5. What are my obligations?</b></p> <ul style="list-style-type: none"> <li>• You are required to pay immediately (Sight LC) or accept and pay on the maturity date (Usance LC) upon notification by the Bank, following the receipt of shipping documents that complied with the terms and conditions of the underlying LC.</li> <li>• If the shipping documents are discrepant i.e. did not comply with the LC terms and conditions, you must decide promptly whether to take-up or reject the shipping documents, upon notification by the Bank on the discrepancies noted.</li> </ul>	
<p><b>6. What if I fail to fulfil my obligations?</b></p> <ul style="list-style-type: none"> <li>• Default interest at 3.5% p.a. above the Bank's Base Lending Rate will be imposed on such sum paid by the Bank pursuant to the LC issued by the Bank.</li> <li>• Default in LC payment will affect your further drawdown of the LC Facility and any other facilities with the Bank.</li> <li>• The Bank has the right to set-off any credit balances in your account(s) against any outstanding balances following prior notification of 7 days to you.</li> <li>• The Bank may exercise its rights and start its recovery process/ legal action.</li> <li>• Your LC Facility along with any other facilities with the Bank may be recalled.</li> <li>• The Bank have the right to cancel the LC Facility and to require you to fully settle the LC if you, your partner or your co-borrower dies (for sole proprietorship and partnership)</li> </ul>	
<p><b>7. What are the major risks?</b></p> <ul style="list-style-type: none"> <li>• Goods purchased or imported may be of inferior quality and the Bank has no obligations to verify and or validate such event as Banks deals with documents only.</li> <li>• Perishable goods may become worthless due to delayed clearance.</li> </ul>	

- Delayed and/or non-take up of shipping documents may result in demurrage charges being imposed on you during clearance of goods at a later stage.

**8. Do I need marine insurance coverage?**

The party that is responsible to insured the goods will depends on the commercial contract payment terms between the Buyer and Seller. Example, if the commercial contract payment terms is CIF, marine insurance will be the responsibility of the Seller.

**9. What are the fees and charges I have to pay?**

Issuance Fee	From 0.1% p.m. or part thereof, minimum RM100.00
Amendment Fee involving increased amount and/or extended validity	From 0.1% p.m. or part thereof, on the extended validity and/or increased amount, minimum RM50.00
Other Amendment Fee	RM50.00
Acceptance Fee	From 0.1% p.m. or part thereof, minimum RM100.00
Discrepancies Fee	RM100.00 for RM denominated LC USD75.00 or equivalent, for foreign currency denominated LC
Other Charges	Please refer to our Letter of Offer and the Bank's Corporate website at <a href="http://www1.uob.com.my">www1.uob.com.my</a> for details

Note: The Bank may revise the commission, interest rate, fee and charges from time to time at its absolute discretion, subject to the Bank giving you advance notice of 21 days.

**10. What do I need to do if there are changes to my contact details?**

It is important that you inform us of any change in your contact details to ensure that all correspondences reach you in a timely manner. Please inform us of any change in your contact details at the nearest UOBM branch or our Business Banking Service Center or contact your UOBM Account Relationship Manager.

**11. Where can I get assistance and redress?**

- If you have difficulties in making settlement, please contact the Bank earliest possible to discuss settlement alternatives. You may contact your UOBM Account Relationship Manager or send an E-mail to us at [uobcustomerservice@uob.com.my](mailto:uobcustomerservice@uob.com.my) or contact us at Tel No. Kuala Lumpur 603 - 2612 8121; Penang 604 - 2401 121; Johor Bahru 607 - 2881 121; Kuching 082 - 287 121 or Kota Kinabalu 088 - 477 121
- Alternatively you may seek the services of Agensi Kaunseling dan Pengurusan Kredit (AKPK), an agency established by Bank Negara Malaysia to provide free services on money management, credit counselling and debt restructuring for individual. You can contact AKPK at Maju Junction Mall, Tingkat 8, 1001 Jalan Sultan Ismail, 50250 Kuala Lumpur (Tel: 03-26167766 or E-mail at [enquiry@akpk.org.my](mailto:enquiry@akpk.org.my))
- If you wish to complain on the products or services provided by the Bank, you may E-mail us at [uobcustomerservice@uob.com.my](mailto:uobcustomerservice@uob.com.my) or contact us at Tel No. Kuala Lumpur 603 - 2612 8121; Penang 604 - 2401 121; Johor Bahru 607 - 2881 121; Kuching 082 - 287 121 or Kota Kinabalu 088 - 477 121
- If your query or complaint is not satisfactorily resolved by us, you may contact Bank Negara Malaysia LINK or TELELINK at Block D, Bank Negara Malaysia, Jalan Dato' Onn, 50480 Kuala Lumpur (Tel: 1-300-88-5465; Fax: 603 - 2174 1515; E-mail at [bnmtelelink@bnm.gov.my](mailto:bnmtelelink@bnm.gov.my))

**12. Where can I get further information on the product?**

- Should you require additional information on our products, please visit us at the nearest UOBM Branch or E-mail us at [businessbanking.servicecentre@uob.com.my](mailto:businessbanking.servicecentre@uob.com.my) or logon to [www1.uob.com.my](http://www1.uob.com.my) for more info.
- If you have any enquiries, please call our UOBM Business Banking Service Center at Kuala Lumpur 603 - 2616 6800; Penang 604 - 2626 800; Johor Bahru 607 - 2236 800; Kuching 082 - 236 820; Kota Kinabalu 088 - 246 820



The information provided in this disclosure sheet is valid as at September 2018 and is subject to change at the Bank's discretion from time to time.

**To: UNITED OVERSEAS BANK (MALAYSIA) BHD (271809K)**

I/We hereby acknowledge receipt of the above Product Disclosure Sheet

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Authorized Signatory & Company Stamp  
Date: