

PRODUCT DISCLOSURE SHEET



Dear Customer,

This Product Disclosure Sheet (PDS) provides you with key information on **Letter of Credit**.

United Overseas Bank (Malaysia) Bhd

Other customers have read this PDS and found it helpful; **you should read it too.**

Date:

Know Your Letter of Credit

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.

The main features of this product are as follows:

- 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 821 (ISBP 821).
- 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.
- LCs are issued to secure the purchase/ import of goods or services, in RM or foreign currency denomination.
- The LC instrument is independent of its underlying commercial contract between the Seller and the Buyer.
- Payments under LC may be further financed, provided you have prior approved Trade Financing Facilities with the Bank.

Know Your Obligations



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.

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.

It is your responsibility to:



Read and understand the **key terms** in the **Bank's standard Application Form** before you sign it



Pay your LC Facility in **full when it is due for payment**



Contact us immediately, if you are unable to pay your LC facility

You also have to pay the following fees and charges:

Issuance Fee	From 0.1% p.m. or part thereof, minimum RM 100
Amendment Fee involving increased amount and/or extended validity	From 0.1% p.m. or part thereof, on the increased amount and/or extended validity, minimum RM 50
Other Amendment Fee	RM 50
Acceptance Fee	From 0.1% p.m. or part thereof, minimum RM 100
Discrepancies Fee	RM 100 for RM denominated LC. USD 75 or equivalent, for foreign currency denominated LC
Other Charges	Please refer to our Letter of Offer and the Bank's Corporate website at www.uob.com.my for details

Effective 1 October 2025, the above trade related charges will be subject to an 8% Service Tax (SST), or any prevailing rate by the Malaysian Government, and will be payable by you, where applicable.

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

Know Your Risks

- 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.
- Perishable goods may become worthless due to delayed clearance.
- 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.
- Do you need marine insurance coverage? The party that is responsible to insure 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.

What happens if you fail to fulfil your obligations?

- 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.
- Default in LC payment will affect your further drawdown of the LC Facility and any other facilities with the Bank.
- 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.
- The Bank may exercise its rights and start its recovery process/ legal action against you.
- Your LC Facility along with any other facilities with the Bank may be recalled.
- 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).

Other Key Terms

- 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.
- Each application to be accompanied by copy Purchase Order or Sales Contract, if available.
- Please inform us of any changes in your contact details to ensure that all correspondences reach you in a timely manner.

Avenue for Redress or Assistance

- If you have difficulties in making settlement, please contact the Bank earliest possible to discuss settlement alternatives. You may contact your UOB Account Relationship Manager or send an E-mail to us at uobcustomerservice@uob.com.my or contact us at the numbers below.
- Alternatively, you may seek the services of Agensi Kaunseling dan Pengurusan Kredit (AKPK). AKPK has been established by Bank Negara Malaysia to provide free services on money management, credit counselling, financial education and debt restructuring for individuals. You can contact AKPK at Level 5 & 6, Menara Bumiputra Commerce, Jalan Raja Laut, 50350 Kuala Lumpur (Tel: 03-26167766 or E-mail at enquiry@akpk.org.my).

*Note: BLR is a variable financing rate published by the Bank and may change from time to time. Any increase in the BLR will result in higher repayment amount.

If you have any questions or require assistance on your LC facility, you can:



Call us at

Kuala Lumpur +6 03-26128 121
Penang +6 04-2402 121
Johor Bahru +6 07-2881 121
Kuching +6 082-287 121
Kota Kinabalu +6 088-477 121



Visit us at the nearest
UOB branch



Email us at

uobcustomerservice@uob.com.my



Log on to

<https://www.uob.com.my/business/trade/index.page>

The information provided in this disclosure sheet is valid as at January 2026 and is subject to change from time to time.