



# DOCUMENTARY CREDITS AND RELATED DOCUMENTATION

LCs and more

## Two Information Packed Days

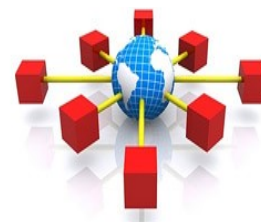
### HIGHLIGHTS

- ◆ How to make Letters of Credit work for you.
- ◆ Optimise use of Letters of Credit.
- ◆ Alternative modes of payment available
- ◆ How to reduce Credit Risk.
- ◆ Fraud Risks.Regulatory and Legal Risks
- ◆ Using Sales Contracts to your advantage
- ◆ Proper use of Transport Documents
- ◆ Common Discrepancies in Transport documents.
- ◆ Issues with Insurance and Common Discrepancies.



### KEY CONTENTS

1. Brief History and the basic documentary credit operation
2. The Sales Agreement, Incoterms, Methods of Payment
3. Types of Credits
4. Payment to third parties - Assignment of Credit Proceeds
5. Parties to Documentary Credit Transactions
6. Stages of Transport
7. Other Documents
8. Risks
9. Making LC Work
10. Comprehensive Checklist and Guide
11. Specimens of Major Trade Documents



### WHAT YOU WILL OBTAIN

- ◆ Update on the latest in Banking Regulations and legal opinions
- ◆ Real life examples and interesting case studies
- ◆ A chance to discuss and clarify your doubts, questions, trade issues etc.
- ◆ Complete study material
- ◆ Comprehensive Import Export Checklist
- ◆ Quality refreshments
- ◆ Certificate of attested by KHDA
- ◆ Networking opportunity with fellow professionals



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## WHO SHOULD ATTEND

All staff who are involved in Commercial dealings with Customer's or Supplier's.

- ◆ Trade Finance Officers
- ◆ Financial Institution Representatives
- ◆ Staff in charge of Documentary Credit Analysis and Documentary Scrutiny
- ◆ Sales Staff
- ◆ Logistics Staff
- ◆ Finance Staff
- ◆ Administration staff involved in drafting commercial documents

## FACILITATOR

Zahoor N. Dattu  
M. Com CDCS(IFS) (IFRS)

Zahoor Dattu brings with him over 40 years of trade finance expertise.

A highly respected and well liked professional in business circles and the bankers fraternity, Zahoor is a lively speaker who enjoys sharing his rich experiences.

Starting his career in 1973 with Central Bank of India, Bombay, Zahoor moved to ANZ Grindlays Bank Dubai, in 1980 he has since held senior posts with Standard Chartered, Mashreq and Abu Dhabi Commercial Bank where he was Head of Trade Finance.

Zahoor was a faculty at Mashreq Learning Centre and at the Emirates Institute of Banking and Financial Studies, UAE.

A contributing Editor to LC Monitor, a trade finance journal published from Canada, Zahoor's articles on trade finance frequently appear in various International Magazines. He is also a founder member of the Informal Trade finance Working Group in the Emirates.

A M.Com. from Bombay University, Zahoor is a Certified Documentary Credit Specialist from the IFS (Institute of Financial Services) and IFSA (International Financial Services Association).



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## REGISTRATION

Event date \_\_\_\_\_

**To Register Please fill the below form and send it to:**

Navigate Consulting

423, Radisson Plaza, Baniyas Road, Deira. P.O.Box 93192, Dubai, United Arab Emirates

Tel: +9714-2285752 Fax: +9714-2285751 email: events@navigate.ae

DELEGATES	Title	Full Name (As would appear in certificate)	Job Title	Department
1				
2				
3				
4				
5				
Company				
Address				
Telephone		Fax		email
Total No of employees				

### **Approved by**

Signature	
Name	
Designation	

### **Payment:**

Cheque will be ready on (date) \_\_\_\_\_ contact Mr/Mrs/Ms \_\_\_\_\_ at \_\_\_\_\_ for collection.

### **To ensure training effectiveness the session is limited to a maximum of 28 delegates**

Full payment must be received in advance to confirm registration.

Payments to be made vide Company Cheque or Bankers Draft in favour of "Navigate Consulting".

For payments at our office - Our working hours are 9 am to 1 pm and 2 pm to 5 pm - Sunday to Thursday

Fees once paid are not refundable.

Full refund will be given only if the course is cancelled or schedule changed by the training provider.

## CASH INVESTMENT

One or two Delegates	AED 4,000/-	per delegate
Three or Four Delegates	AED 3,500/-	per delegate
Five or more Delegates	AED 3,000/-	per delegate