

# Guide

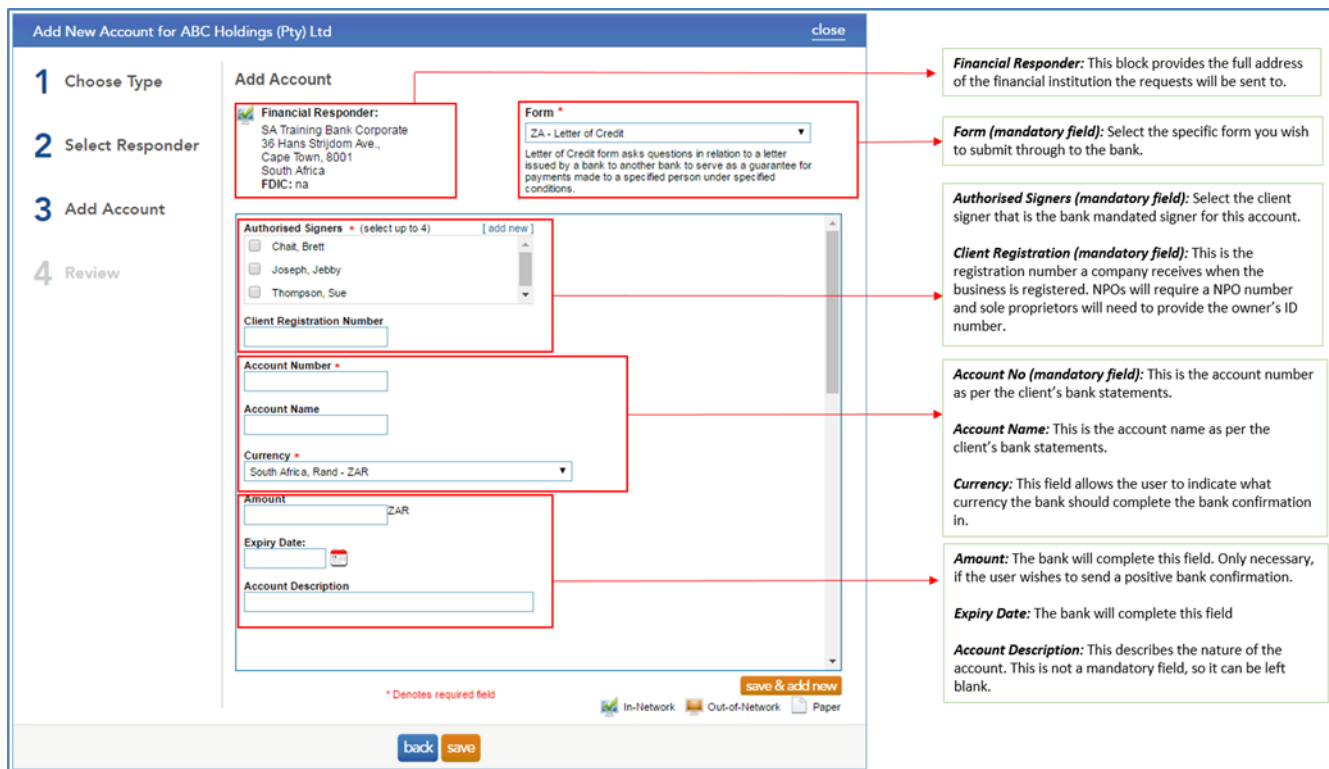
## ZA- Letter of Credit

The ZA-Letter of Credit form provides information in relation to a letter issued by a bank to another bank to serve as a guarantee for payments made to a specified person under specified conditions

By referring to the bank instructions, users will be able to determine what type of accounts they will need to send for the ZA-Letter of Credit form.

### Auditor Setup of the ZA-Letter of Credit form

The following image provides a detailed description on what is required for the different fields.



The screenshot shows a web form titled "Add New Account for ABC Holdings (Pty) Ltd" with a sidebar menu containing: 1 Choose Type, 2 Select Responder, 3 Add Account, and 4 Review. The main form area is titled "Add Account" and contains several sections:

- Financial Responder:** A text block containing "SA Training Bank Corporate, 36 Hans Strijdom Ave., Cape Town, 8001, South Africa, FDIC: na".
- Form:** A dropdown menu set to "ZA - Letter of Credit".
- Authorised Signers:** A list of three signers: "Chal, Brett", "Joseph, Jebby", and "Thompson, Sue".
- Client Registration Number:** An empty text field.
- Account Number:** An empty text field.
- Account Name:** An empty text field.
- Currency:** A dropdown menu set to "South Africa, Rand - ZAR".
- Amount:** An empty text field with "ZAR" next to it.
- Expiry Date:** A date picker field.
- Account Description:** An empty text area.

Red boxes highlight these sections, with red arrows pointing to callout boxes on the right that provide detailed descriptions for each field. At the bottom of the form, there are "back", "save", and "save & add new" buttons, along with "In-Network", "Out-of-Network", and "Paper" options. A red asterisk indicates required fields.

### Completed ZA-Letter of Credit form

The below image describes what the ZA-Letter of Credit form will look like once the bank has completed the form. The image also highlights where the auditor needs to focus on to obtain the information they require to complete their audit.

Confirmation support details:





Region  
 South Africa & Sub Saharan Africa  
 Asia Pacific  
 UK & Europe  
 USA & Global

Call  
 +27 10 494 1001 op 3  
 +61 402 035 542  
 +44 (0)203 757 6312  
 +1 866 325 7201

Email  
 confirmations@adaptit.com  
 info@apac.confirmation.com  
 uk.support@confirmation.com  
 customer.support@confirmation.com

<b>Client's Account Information</b> Account Name: Current      Account Number: 678686786      Type/Form: FinancialZA - Letter of Credit					<b>Account Name:</b> This is the account name as per what was provided by the auditor. <b>Account Number:</b> This is the account number as per what was provided by the auditor. <b>Type/Form:</b> This is the type of form that was sent through to the financial responder.										
<b>Confirmation Request</b> Status: <span style="color: green;">✔</span> Completed      As of Date: 30/06/2014 (dd/mm/yyyy)      Currency: ZAR*      Request ID: 7xa2g37x6v      Delivery Method: <span style="color: green;">✔</span> In-Network Amount: ZAR1200000.00 Expiry Date: 31/12/2015					<b>Status:</b> This field indicates if the request was completed or denied by the financial responder. <b>As of Date:</b> This is the year end date selected by the auditor <b>Currency:</b> This is the currency that the auditor selected for the specific form <b>Amount:</b> Amount provided by the bank as of the requested year end date <b>Expiry Date:</b> The bank will provide the relevant expiry date										
Please advise if a non-renewal notification has been sent for the letter of credit: Please advise of any balance variance, if applicable, for the letter of credit: Acceptances undertaken on behalf of the client:					<b>Questions specific to the form type:</b> These are the questions that the bank will respond to on the form. Often the bank will provide attachments as solutions to the questions.										
<b>Attachments</b> <table border="1"> <thead> <tr> <th>File Name</th> <th>Date</th> <th>Size</th> <th>User Name</th> <th>User Type</th> </tr> </thead> <tbody> <tr> <td>Letter of Credit - ABC Holdings.pdf</td> <td>02/09/2015</td> <td>79.0 KB</td> <td>Clark Hamilton</td> <td>Clerk</td> </tr> </tbody> </table>					File Name	Date	Size	User Name	User Type	Letter of Credit - ABC Holdings.pdf	02/09/2015	79.0 KB	Clark Hamilton	Clerk	<b>Attachments:</b> The bank has the option of attaching documentation to further assist the auditor.
File Name	Date	Size	User Name	User Type											
Letter of Credit - ABC Holdings.pdf	02/09/2015	79.0 KB	Clark Hamilton	Clerk											
*ZAR - South Africa, Rand															

## Banks that accept ZA-Letter of Credit forms

									
ABSA Corporate South Africa	Standard Bank South Africa	FNB Business & Commercial South Africa	Nedbank Corporate South Africa	Investec Corporate & Institutional Banking South Africa	Sanlam Capital Markets South Africa	Sasfin Bank South Africa	Bank of China Johannesburg Branch	HSBC Bank South Africa	RMB Investment and Corporate Banking
ABSA Business South Africa		FNB Corporate							
ABSA Private, Wealth & Retail South Africa									

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