

# Key Fact Document

## Seylan Imports & Exports

Product/Service	Financial and non-financial benefits including incentives & promotions	Fees, charges, commissions and interest	Procedure to be followed to obtain product\service	Major terms and conditions
IMPORT LETTERS OF CREDIT	<b>Opening of LCs – Sight/Usance</b>	<a href="https://www.seylan.lk/service-charges">https://www.seylan.lk/service-charges</a>	Could be facilitated through any of our Branches	Subject to credit Approval
	Commission on Domestic LCs			
	Commission on Foreign LCs			
	<b>Extension / Enhancement of LCs</b>			
	Commission on Domestic LCs			
	Commission on Foreign LCs			
	Arranging DC Confirmation			
	Issuance of Drafts for Letters of Credit			
<b>Acceptances on LC's</b>				
STANDBY LETTER OF CREDIT/GUARANTEE	<b>Standby Letter of Credit</b>			
	Issuance of Standby LC's			
	<b>Guarantee issued against counter</b>			
	<b>Guarantee of acceptable banks</b>			

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<b>IMPORT BILLS FOR COLLECTION</b>	<b>Commission on Import Bills for Collection</b>	<a href="https://www.seylan.lk/service-charges">https://www.seylan.lk/service-charges</a>	Could be facilitated through any of our Branches	Subject to credit Approval
	Bank to Bank			
	(a) Documents against Payment			
	(b) Documents against Acceptance			
	Supplier to Bank			
	(a) Documents against Payment			
	(b) Documents against Acceptance			
	<b>Settlement of Collection Bills D/P D/A</b>			
	From LKR Account			
	From Foreign Currency Account			
<b>Avalization subject to credit approval</b>				
<b>Entrepot Trade based transactions –</b>				
<b>handling fees</b>				
<b>SETTLEMENT OF IMPORT LC BILLS</b>	<b>Overdue Import Bill interest O/A of</b>			
	<b>Bills debited to IBN A/C</b>			
	i. Sight Bills (from the date of debit to the Nostro Account up to the date of settlement)			

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<b>SHIPPING GUARANTEES / DELIVERY ORDERS / ENDORSEMENT OF BILLS OF LADING OR COPY DOCUMENTS</b>	<b>Shipping Guarantee</b>	<a href="https://www.seylan.lk/service-charges">https://www.seylan.lk/service-charges</a>	Could be facilitated through any of our Branches	Subject to credit Approval
	Issuance of Shipping Guarantee			
	i. Under Letter of Credit			
	ii. Under Collection			
	<b>Delivery Orders</b>			
	Issuance of Delivery Orders (for			
	clearance of Air Cargo consignments) -			
	under Letter of Credit			
	Issuance of Delivery Orders (for			
	clearance of Air Cargo consignments) -			
	under Collection			
<b>Copy Documents</b>				
Certification of Copy Documents where				
transport documents are surrendered				
<b>EXPORT LETTERS OF CREDIT</b>	<b>Advising of Letters of Credit</b>			
	For Customers			
	For Non-customers			
	<b>Confirmation of LCs</b>			
	<b>(for approved Issuing Banks only)</b>			
	For Customers			
For Non-Customers				

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<b>EXPORT TRANSACTIONS</b>	<b>Negotiation of Export Bills under</b>	<a href="https://www.seylan.lk/service-charges">https://www.seylan.lk/service-charges</a>	Could be facilitated through any of our Branches	Subject to credit Approval
<b>WITH LKR ACCOUNTS</b>	<b>Letter of Credit</b>			
	Sight/Usance Bills			
	<b>Purchase of Export Bills</b>			
	Sight/Usance Bills			
	<b>Collection of Export / Local Bills</b>			
Export Bills				
i. Commission on Bills				
ii. Documents sent after checking				
<b>EXPORT TRANSACTIONS</b>	<b>Negotiation / Purchase of Export Bills</b>			
<b>WITH FOREIGN CURRENCY</b>	Commission – Sight/Usance Bills			
<b>ACCOUNTS</b>				
<b>FOREIGN STATUS</b>	<b>Per each Inquiry / Report called</b>			
<b>REPORTS</b>	<b>Dunn and Bradstreet Reports</b>			