

**SINGH UNIVERSAL NETWORKS, INC.**  
**P.O. Box 66571 AMC O'Hare**  
**Chicago, IL 60666-0571**  
**Tel (630)238-9320**  
**Fax (630)238-9323**

**LETTER OF CREDIT COVER LETTER**  
**USE ONE PER LETTER OF CREDIT**

<b>Sent By:</b>			
<b>Shipper:</b>			
<b>Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code:</b>
<b>Phone:</b>		<b>Fax:</b>	
<b>E-mail:</b>			
<b>Reference No.:</b>		<b>Letter of Credit No:</b>	
<b>Advice No.:</b>			
<b>Price Quoted:</b>		<b>By:</b>	

Please check below documents enclosed/services required:

- Use In-House Banking
- Specified Negotiating Bank

Bank Name: \_\_\_\_\_  
City, State: \_\_\_\_\_

Special Instructions:

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**Please include bank payment information (wire transfer instructions).**  
**Omission of this information could result in a delay in payment to the shipper:**

Bank Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Account No.: \_\_\_\_\_ Routing No.: \_\_\_\_\_  
Account Name: \_\_\_\_\_

Send documents back via:  Courier \_\_\_\_\_ (Acct.# \_\_\_\_\_)  
 Other

It is declared that the terms and conditions required in obtaining Singh Universal Networks, Inc. letter of credit service for handling the letter of credit are listed above. I understand that I am responsible for issuing accurate and complete information to Singh Universal Networks, Inc. in order for them to be able to complete and comply with this letter of credit. I authorize Singh Universal Networks, Inc. to contact the appropriate bank if necessary to obtain any information necessary to complete this L/C. I hereby appoint Singh Universal Networks, Inc. as my true and lawful attorney-in-fact with full authority in my place and stead to make, endorse, sign, declare or swear to any required or necessary in connection with the collection and/or preparation of documents for this letter of credit. Singh Universal Networks, Inc. may designate and assign this power of attorney. I understand that I am responsible for any additional charges incurred by Singh Universal Networks, Inc. necessary to complete this letter of credit, ie. long distance telephone calls, long distance faxes, etc.

Use of this letter of credit cover letter constitutes your agreement to the service conditions by Singh Universal Networks, Inc. Singh Universal Networks, Inc. disclaims all warranties and guarantees expressed or implied, and shall not be liable for any loss or damage resulting from mis-delivery, non-delivery, delays in transportation, special incidental or consequential damages however they may occur. Singh Universal Networks, Inc.'s maximum liability for this letter of credit is limited to our handling charges or the bank's discrepancy fee, whichever is less and no more than \$40.00 per letter of credit. \*

**\*\*\*Signature by fax on this cover letter is acceptable, however, hard copy must be sent to Singh Universal Networks, Inc. via mail.**  
**We cannot complete the letter of credit without your signature on this form.**

Signature: \_\_\_\_\_ Date Sent: \_\_\_\_\_  
(By the customer)

Date Received: \_\_\_\_\_  
(By Singh Universal Networks, Inc.)