

Customer Letter for Extension in Due Date
(On letter head of the company)

Date:

To,
COSMOS BANK
_____ Branch

Dear Sir/Madam,

Re: Extension of Due Date - Your Ref No: _____

We request your good bank to extend the time for realization of subject shipment up to DD/MM/YYYY.

(Reason for extension to be stated here)

In this regard, we declare:

- a) That export transactions covered by the invoices are not under investigation by Directorate of Enforcement/CBI or any other investigating agency and the case is not the subject matter of any pending civil or criminal suit.
- b) That total Export outstanding does not exceed USD 1 million or 10 per cent of the average export realizations during the preceding 3 financial years (whichever is higher) in support of which we have attached CA Certificate.
- c) We confirm that export proceeds will be realized during the extended period.

Please extend the due date accordingly and confirm to us.

Regards

(Authorized Signatory)