

REQUEST LETTER FOR ISSUING BANK GUARANTEE

To
THE MANAGER
YES BANK LIMITED
<BRANCH ADD>

I/We hereby request you to issue on my/our behalf and for my/our account a bank guarantee as per the following conditions

Bank Guarantee Currency	Bank Guarantee Amount	Tenor	Expiry Date	Claim Date/Period

Beneficiary Details	
Name of Beneficiary	
Address	

PURPOSE OF BANK GUARANTEE

Advance Payment		Performance		Bid Bond	
Warranty		Construction Work		Counter Guarantee	
Surety Bond		Shipping Guarantee		Security Bond	
Others(Please Specify)					

We authorize you to
debit our A/c No. for
Commission/charges
and margin money (if any)

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DECLARATION-CUM-UNDERTAKING UNDER FEMA(Required in case of foreign bank guarantee only)

I/We hereby declare that the transaction the details of which are specifically mentioned in this request letter does not involve, and is not designed for the purpose of any contravention or evasion of the provisions of the aforesaid Act or of any rules, regulation, notification, direction or order made thereunder. I /We also hereby agree and undertake to give such information/documents as will reasonably satisfy you about this transaction in terms of the above declaration. I/We also understand that if I/We refuse to comply with any such requirement or make only unsatisfactory compliance therewith, the bank shall refuse in writing to undertake the transaction and shall if it has reason to believe that any contravention/evasion is contemplated by me/us report the matter to Reserve Bank of India.. I/We further declare that the undersigned has/have the authority to give this declaration and undertaking on behalf of the company.

Place
Date
Signatures

For (Applicant)
Authorized Signatory Stamp and

P.S. - Please provide Soft Copy of Guarantee Text in ms-word format to local branch of Yes Bank Ltd.

**INDICATIVE GUIDELINES / CHECKLIST FOR THE APPLICANT FOR ENSURING
ERROR FREE SUBMISSION**

1] Please ensure the following in the bank guarantee format submitted by you :

- a) It has Yes Bank's regd. Office address i.e. _____
- b) It has the bank's standard notwithstanding clause at the end of the bank guarantee text.

Quote

Notwithstanding anything contained herein above in the Guarantee;

- i) Our liability under this bank guarantee shall not exceed Rs./-(in words Rs..... Only)
- ii) This bank guarantee shall be valid upto
- iii) We are liable to pay the guarantee amount or any part thereof under this bank guarantee only and only if you serve upon us a written claim or demand at Yes Bank Ltd ,-----office on or before-----**Unquote**

c) BG should not generally include clauses like:

"Invocation acceptable on telex or fax or on letter when posted by beneficiary"
"Guarantee will be valid till it is discharged by the beneficiary"
"We will renew the guarantee on our own till beneficiary discharge's us from liabilities"

d) BG should not contain any Onerous clauses

e) BG should not be on auto renewal basis

f) BG generally should not have expiry period of more than 10 years.

2] The expiry date of the bank guarantee matches with the request letter.

3] Complete address of beneficiary is provided.