

Application for an Amendment or Non-Renewal of a Standby Letter of Credit or Guarantee

* indicates mandatory field

For	assistance, call our Trade F	inance Support Line at 1-800-268-	6331.			
To:	The Manager, Canadian Imperia	*Date (yyyy/mm/dd)				
*Brai	nch of Account (Transit No. and Address)	*Standby Letter of Credit/ Guarantee No				
		ne following amendment or to issue a no ce with your usual practice <i>(select at le</i>		enewal, as indicated below, and advise		
	Amount increased by	Currency				
	Issue notice of non-renewal (for existing auto-renewal Standby Letter of Credit or Guarantee only).					
	Beneficiary Contact Name			Beneficiary Telephone No.		
	Change Applicant information (f	ull name, address including postal code	, telephone ar	nd fax number)		
	Change Beneficiary information	(full name, address including postal coo	de, telephone	and fax number)		
	Other (i.e. decrease amount, req	uest to insert an auto-renewal clause)				
All o		in unchanged.				
Imp Gua	ortant: Please note that amendn	in unchanged. nents (as opposed to notices of non-ren parties to it including the beneficiary.	ewal) to an Irr	evocable Standby Letter of Credit or		
lmp Gua	ortant: Please note that amendn rantee require the consent of all	nents (as opposed to notices of non-ren	ewal) to an Irr	evocable Standby Letter of Credit or		
Imp Gua	ortant: Please note that amendn rantee require the consent of all	nents (as opposed to notices of non-ren		evocable Standby Letter of Credit or *Authorized Signature of Applicant (sign within box)		
Imp Gua	ortant: Please note that amendn rantee require the consent of all ne of Applicant/Legal Entity	nents (as opposed to notices of non-rene parties to it including the beneficiary.				

b) Send the original completed, signed amendment application to the appropriate unit as per your procedures.

For Completion by Branch of Account/Location (Commercial Banking/Large Corporate)

*Branch/Location (Commercial Banking and Large Corporate) Instructions to Trade Finance (select one of):

Return the Amendment to the originating Branch/Location for forwarding to the beneficiary.

- Forward Amendment/Notice of Non-Renewal to the beneficiary with copies to the designated Branch/Location transit no.
- Call Branch/Location contact for pick up by same

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We hereby authorize issuance of the above amendment or notice of non-renewal and confirm that the Applicant's signature and authority to execute have been verified. Ensure that the *Authorized Signature* field on the application is signed to authorize Trade Finance Operations to proceed with the request. Trade Finance Operations will rely on due diligence performed at the branch/location by the authorized CIBC personnel (as per delegated authority) who have signed the application. The application must be signed by 2 officers, one of which must be a CIBC authorized signing officer.

Branch Transit No. and Address

		х	
*Date (mmm/dd/yyyy)	*Name and Title		*Authorized Signature (sign within box)
		x	
*Date (mmm/dd/yyyy)	*Name and Title		*Authorized Signature or Designated Countersignature (sign within box)
*Name of Branch/Location Contact			*Telephone No.