

Application for Amendment to  
Irrevocable Standby Letter of Credit / Letter of Guarantee / Bond



To: Mizuho Bank, Ltd. (Incorporated in Japan with Limited Liability)  
Hong Kong Branch

Date: \_\_\_\_\_

Re: Your Irrevocable Standby Letter of Credit/Letter of Guarantee/Bond

Number : \_\_\_\_\_

Beneficiary : \_\_\_\_\_ ("Guarantee")

We hereby request you to make the following amendment(s) to the Guarantee  
with effect from : \_\_\_\_\_

- ☐ 1. ☐ Increase the Guarantee amount  
☐ Decrease the Guarantee amount  
to new amount : \_\_\_\_\_ (Ccy/Amt)
- ☐ 2. Amend the Guarantee Expiry Date  
to (New Expiry Date) : \_\_\_\_\_
- ☐ 3. Extend the Guarantee Expiry Date  
to (New Expiry Date) : \_\_\_\_\_
- ☐ 4. Renew the Guarantee Expiry Date  
to (New Expiry Date) : \_\_\_\_\_  
(The Renewed Guarantee will take effect on the next calendar date in consecutive to the last Guarantee  
Expiry Date of the expiring Guarantee under the same guarantee number)
- ☐ 5. Others (please specify):  
\_\_\_\_\_  
\_\_\_\_\_

(Please attach amendment draft)

All other terms and conditions remain unchanged.

Delivery of the amended Guarantee:

☐ Letter form to ☐ Applicant ☐ Beneficiary ☐ Others (please specify)

By: ☐ Courier ☐ Mail ☐ Collect at the Bank's counter

☐ Advise the Beneficiary through the original advising bank (by SWIFT)

In settlement of your bank's commission and charges for the amendment to the Guarantee, please:

☐ Debit my/our a/c : \_\_\_\_\_  
(All charges/fees will be debited from the same account as instructed in the original instruction for this Guarantee if we do not receive your otherwise  
indication)

☐ Others (pls specify) \_\_\_\_\_  
\_\_\_\_\_

S.V.

☐ Tick, which is applicable

☒ Click, which is applicable

\_\_\_\_\_  
(Stamp and) Authorized Signature(s) of Applicant

For Bank Use Only:

Compliance Checking	
checked	checked

Letter of Guarantee Application	
Approved by	BP