



MISSOURI DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS  
DIVISION OF EMPLOYMENT SECURITY

**IRREVOCABLE LETTER OF CREDIT**

TO: Missouri Department of Labor and Industrial Relations (Beneficiary)  
Division of Employment Security  
P.O. Box 59  
Jefferson City, MO 65104-0059

Amount U.S. \$ \_\_\_\_\_ Letter of Credit Line

Date of Issuance \_\_\_\_\_

At the Request of \_\_\_\_\_

Doing business as \_\_\_\_\_

of \_\_\_\_\_ State of \_\_\_\_\_

We hereby issue our irrevocable letter of credit in favor of the Missouri Department of Labor and Industrial Relations, Division of Employment Security, in the sum of \_\_\_\_\_ dollars (\$ \_\_\_\_\_ ) available by your demand for payment.

Demand under this irrevocable letter of credit must be accompanied by a statement of delinquent payment of contributions, payments in lieu of contributions, interest, penalties, and surcharges due the Missouri Department of Labor and Industrial Relations, Division of Employment Security, and marked "Drawn against irrevocable letter of credit number \_\_\_\_\_."

This obligation shall be deemed automatically renewed on an annual basis for a period of not less than five (5) years from the date of this letter. This credit will expire in full and finally five (5) years from the date of issuance. The issuing banking institution may cancel the letter of credit and be released of future liability hereunder by delivering sixty (60) days' prior written notice to the Missouri Department of Labor and Industrial Relations, Division of Employment Security, at the address shown above. Cancellation shall not affect any liability incurred and accrued hereunder prior to the termination of the sixty (60)-day period.

Upon receipt of notification, you may make your one (1) demand for payment for the unused balance of this irrevocable letter of credit, mentioning thereon our letter of credit number \_\_\_\_\_ accompanied by your signed statement that the agreement is still outstanding and that the proceeds of the payment will be retained and used in lieu of the letter of credit with any unused portion to be returned to the accountee.

We hereby engage with you that demands made in conformity with the terms of this credit will be duly honored on presentation.

In witness whereof, we have duly executed the foregoing this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Issuing Bank Institution

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Bank routing transit number

By \_\_\_\_\_

\_\_\_\_\_  
Signature and Title of Bank Official

Before me personally appeared \_\_\_\_\_ who acknowledges that s/he signed the foregoing as his/her free act and deed.

I have hereunto set my hand and affixed my official seal at my office in this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

My term expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public