

How to Apply a Bank Guarantee Amendment?

Step 1: Locating the Bank Guarantee Amendment Application Form on iTrade

- Select "Trade Services"
- Select "Outward Guarantee"
- Select "Guarantee Amendment"



Step 2: Select one of the below options as per your requirement...

- **Amend Existing Guarantee** – choose this option to submit guarantee amendment request
- **Draft Transactions** – Review and submit the guarantee request either you or another user from your company have already created and saved, but not submitted



Step 3: Fill out Guarantee Amendment form...

- Click " Search" to locate the **System ID** or Guarantee to be amended
- Please fill out all of the mandatory fields with **red asterisk ***
- Please also include or attach any other relevant information, if required
- If you want to save this form as a template to submit later, please select "**Save as Template**"
- If any extra instruction or details regarding this guarantee amendment should be entered under "**other information**" if required
- Once completed, click "**Submit**"

The screenshot shows the 'List of Existing Outward Guarantees' page in the Commercial Bank of Dubai system. The page includes a navigation menu on the left with options like 'Guarantee Initiation', 'Guarantee Amendment', and 'Amend Existing Guarantee'. The main content area features a search form with the following fields: System ID, Entity (pre-filled with 968673), Entity/Applicant Name, Bank Ref, Our Ref, Beneficiary Name, and City. A 'Search' button is located below the form. Below the search form, there is a table header with columns: System ID, Entity, Entity/Applicant Name, Bank Ref, Our Ref, Beneficiary Name, City, Amount, Issue Date, and Expiry Date. The table currently displays '0 items' and 'No Records Found'.