



To apply for any of our Trade products please refer to the guidelines below

- All application forms can be filled online with the required fields as indicated in the online guide.
- For application download: Click on Banking > Accounts > Downloadable Forms, after which you can select the product required.

Please find below the list of documents required:

Short Term Loan (STL)

- ✓ The original application
- ✓ Original Invoice*

Advance against Invoice (AAI)

- ✓ The original application
- ✓ The pre-accepted Invoice with original stamp by the Buyer*

Local Cheque Discounting (LCD)

- ✓ The original application
- ✓ PDC which is duly stamped and signed at the back of the cheque**

Letter Of Credit (LC)

- ✓ The original application
- ✓ Proforma Invoice along with Original Insurance (Wherever applicable)*

Trust Receipt (TR)

- ✓ The original application
- ✓ Signed copy of the LC document/collection documents/Original invoice*

*Dated not older than 30 days

**Not more than 90 days

The documents need to be duly signed and stamped by the authorized signatory of the company and can be submitted at any of our Business Banking Centers for processing.



LIST OF BRANCHES/ BUSINESS BANKING CENTRES	BRANCH TIMINGS
Umm Hurair Branch-Dubai	8 Am - 3 Pm Saturday to Thursday
Gold Souq Branch-Dubai	8 Am - 3 Pm Saturday to Thursday
Khalidiya Branch-Abu Dhabi	8 Am - 3 Pm Sunday to Thursday
Musaffah Branch- Abu Dhabi	8 Am - 3 Pm Sunday to Thursday
Tourist Club Branch –Abu Dhabi (Trade Finance Help Desk)	8 Am - 3 Pm Sunday to Thursday
AL Ain Branch- Abu Dhabi (Al Ain)	8 Am - 3 Pm Sunday to Thursday
Sharjah King Faisal Branch- Sharjah	8 Am - 3 Pm Sunday to Thursday
Al Quoz Industrial Area Branch- Dubai	8 Am - 3 Pm Sunday to Thursday
Al Quasis Branch-Dubai	8 Am - 3 Pm Sunday to Thursday
Sharjah Industrial Area Branch- Sharjah (Trade Finance Help Desk)	8 Am - 3 Pm Sunday to Thursday
Al Rolla Branch-Sharjah	8 Am - 3 Pm Sunday to Thursday
Ajman Branch- Ajman	8 Am - 3 Pm Sunday to Thursday
Al Nakheel Branch- Ras Al Khaimah	8 Am - 3 Pm Sunday to Thursday
Sultan Business Centre- Dubai (Trade Finance Help Desk)	8 Am - 5 Pm Sunday to Thursday
Oud Metha Branch -Dubai	8 Am - 3 Pm Sunday to Thursday
Al Ras Branch -Dubai	8 Am - 3 Pm Sunday to Thursday
Dragon Mart Branch- Dubai	10 Am - 6 Pm Sunday to Thursday

Additionally for Business account and RAKfinance services you can email us at businessfinance@rakbank.ae

Customers can avail “TRADEASSIST” services by calling our dedicated Toll Free Number 800 6789 from 8 am to 5 pm from Sunday to Thursday and can also send an email at CustomerService-TF@rakbank.ae in case of any enquiry or feedback.