

Bank Letterhead

(Date of issuance of guarantee letter)

This letter will introduce (Name of customer). The person listed on this letter presently has an account with our bank, and our bank will guarantee any checks written by (Name of customer) against this bank which are made payable to you. This guarantee is for any amount up to (\$_____) and is good for a period of 30 days after the date of the sale.

(Signature and title bank official affirming guarantee)