

Example of a Letter of Guarantee:

On Bank Letterhead

Date:

Stanley J. Paine Co., Inc.  
373 Boylston Street  
Newton, MA 02459

Dear Sirs:

This letter will serve as your notification that (BANK NAME) will irrevocably honor and guarantee payment for a period of (30) thirty days for check number (CHECK #), written by (CUSTOMER'S NAME), up to the amount of \$ (AMOUNT GUARANTEED), and drawn on account number (CUSTOMER'S ACCOUNT NUMBER). This guarantee is for the purpose of our customer's purchase of personal property in connection with Stanley J. Paine Co., Inc., auction held at 33 B&B Lane, Weare, NH on November 7, 2015.

Sincerely, \_\_\_\_\_ Print Name Bank Officer

\_\_\_\_\_ Bank Officer's Signature and Title

\_\_\_\_\_ Bank Telephone Number