

SAMPLE BANK LETTER

Date

Mulrooney Auction Company
P.O. Box 748
Galt, CA 95632

Re: Name if individual buyer or buyer company

The purpose of this letter is to provide your company a guarantee of funds from _____ for the purpose of purchasing merchandise at your auction being held on _____. Please accept this letter as our guarantee of good funds up to \$_____. These funds can be delivered in the form of a check or wire transfer.

This letter is strictly for the above reference auction and the specified dates. Please feel free to contact me at my office at _____ should you have any further questions.

Sincerely,

Name
Title
Bank Name