



**SAMPLE OF A BANK LETTER OF CREDIT**  
**(NOTE: This is to be printed on Bank or Financial Institution Letterhead)**

Date: \_\_\_\_\_

Tom Mack Auctions  
PO Box 327  
Prosperity, SC 29127

RE: (Bidder's full name)

This letter will serve as your notification that, \_\_\_\_\_ will Honor and Guarantee payment of any checks written by, \_\_\_\_\_, up to the amount of \$ \_\_\_\_\_, drawn on Account # \_\_\_\_\_.

This guarantee of check(s) will apply only at the \_\_\_\_\_ made on the Day of \_\_\_\_\_ .  
**NO STOP PAYMENTS WILL BE ISSUED OR HONORED.**

If further information is required, please feel free to contact my office.

Sincerely,

Bank Officer's Signature \_\_\_\_\_

Bank Officer's Telephone Number \_\_\_\_\_

Bidder's Signature \_\_\_\_\_