

SAMPLE LETTER OF GUARANTEE:

This is a sample of wording that should be used in preparing a Letter of Guarantee from your bank.

All company or personal checks **MUST** be accompanied by a **Letter of Guarantee** for the check to be accepted either as a deposit or payment of items purchased at any Investment Recovery Services auction sale.

(Must Be On Bank Stationary and Include Banks Name, Address, Phone and Fax)

Date

To Whom It May Concern:

This bank unconditionally guarantees payment in U.S. funds, made to Investment Recovery Services from

(Company Name) _____ drawn on account # _____ up to the amount of \$ _____.

This letter is valid for thirty days for purchases made by the above customer at the auction of (Name of Auction) _____ on (Month/Day/Year) _____.

Signed,

Name of Bank Representative
Title of Bank Representative
Name of Bank