**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