

A bank letter MUST match this wording EXACTLY in order for it to be valid.

NOTE: While this type of letter is Preferred for all purchases, it is REQUIRED for any purchase over \$20K.

We require the ORIGINAL letter on Bank Letterhead. Bring original with you to the auction. We cannot accept copied or faxed documents. This letter will be Needed to get a bidder number.

# Sample

## BANK LETTER OF GUARANTEE

[NOTE: THIS DOCUMENT MUST BE PRINTED ON YOUR BANKS LETTERHEAD.]

DATE: \_\_\_\_\_

TO: VanDerBrink Auctions, LLC  
1847 80<sup>th</sup> AVE  
Hardwick, MN 56134  
Phone: 605-201-7005  
Fax: 507-673-0024

Re: (Bidder's Name)

This letter will serve as your notification that (Bank Name) will irrevocably honor and guarantee payment of any check(s) written by our customer (Customer's Name) up to the amount of (\$ Amount Guaranteed) and drawn on account number (Customer's Account Number). This Letter of Guarantee will apply only to wire transfers, or checks made payable to VanDerBrink Auctions, for purchases made at the (Name of Auction) Auction.

If further information is needed, please contact this office at (direct line of signing officer), and if I am not available, please contact (alternative bank contact) at (telephone number).

**NO STOP PAYMENTS WILL BE ISSUED. ALL ITEMS SOLD AS IS AND ALL SALES ARE FINAL.**

Sincerely,

\_\_\_\_\_  
(Bank Officer's Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Telephone #)

\_\_\_\_\_  
(Bidder's Signature)