

**SAMPLE BANK LETTER**

**Bank Letters are required for all payments made by check or wire transfer, but are not required for payments made by cashier's check**

**Insert Bank Letterhead Here**

Date: [Insert Date]

Midwest Energy Auction, LLC  
8115 Rockback Court  
Oklahoma City, OK 73132

RE: Midwest Energy Auction, LLC.  
Auction of \_\_\_\_\_

Dear Midwest Energy Auction, LLC:

This letter serves as an irrevocable guarantee for payment, by check or wire transfer, for a period that shall expire after ten (10) days from the auction date listed above. The aggregate total of such guarantee shall not exceed \$\_\_\_\_\_ for purchases made by or on behalf of our customer, \_\_\_\_\_, at the above referenced auction.

Please contact the undersigned for any additional information.

Very truly yours,

[Insert Bank Name]

By: \_\_\_\_\_

Title: \_\_\_\_\_