

[Bank Letterhead]

Date: [Insert Date]

To: [Beneficiary Name/Company Name]  
[Beneficiary Address]  
[City, Country]

**Subject: BANK COMFORT LETTER**

To whom it may concern,

We, [Advising Bank Name], located at [Bank Address], hereby confirm that our client, [Applicant/Buyer Name], maintains an account with us and is in good standing.

At the request of our client, we confirm that they have the financial capacity and necessary credit facilities to initiate a Letter of Credit (LC) for the amount of [Currency and Amount] in favor of [Beneficiary Name].

This comfort letter is issued for the purpose of demonstrating financial capability regarding [Contract/Transaction Reference Number] for the purchase of [Description of Goods/Services].

Please note that this letter is not a guarantee, a financial commitment, or a Letter of Credit. It is a statement of our client's current financial standing and creditworthiness based on our records at this time. This letter does not bind [Advising Bank Name] to any future obligations or payments.

This letter is valid for [Number] days from the date of issuance.

Yours faithfully,

[Authorized Signature]  
[Name of Signatory]  
[Title/Position]  
[Bank Stamp/Seal]