

[Bank Letterhead]

Date: [Insert Date]

To: [Beneficiary Name/Company Name]

Address: [Insert Address]

Attention: [Insert Contact Person]

Subject: Bank Comfort Letter Regarding Irrevocable Letter of Credit

Dear Sir/Madam,

At the request of our client, **[Applicant Name]**, located at **[Applicant Address]**, we, **[Bank Name]**, hereby issue this Bank Comfort Letter to confirm our client's financial capability and readiness to enter into a commercial transaction with you.

We confirm that our client maintains a credit facility/account with us in good standing. Based on their current financial standing, we are prepared to issue an Irrevocable Letter of Credit (LC) on their behalf for an amount up to **[Currency and Amount in Figures]** ([Amount in Words]).

The issuance of the Letter of Credit will be subject to our standard banking procedures, final credit approval, and the review of the underlying sales contract and required documentation. The LC will be issued via SWIFT MT700 and will be governed by UCP 600 standards.

This letter is for information purposes only and does not constitute a formal financial guarantee or a binding legal commitment at this stage. It is intended solely for the use of the addressee to confirm our client's capacity to proceed with the transaction.

Should you require further verification, please contact our trade finance department at [Phone Number/Email].

Yours faithfully,

[Signature]

[Name of Authorized Officer]

[Title/Position]

[Bank Name]

[Bank Stamp/Seal]