

[Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Lending Institution/Entity Name]

[Address]

**RE: Working Capital Maintenance Assurance**

Dear [Recipient Name],

This letter serves to provide formal assurance regarding the maintenance of working capital for [Company Name] (the "Company") in connection with [Reference Agreement/Loan Facility Name] dated [Date].

**Working Capital Maintenance Clause:**

The Company hereby covenants and agrees that, for the duration of the Agreement, it shall maintain a minimum Net Working Capital of [Insert Amount in Currency].

For the purposes of this assurance, "Net Working Capital" shall be defined as the excess of Total Current Assets over Total Current Liabilities, as determined in accordance with Generally Accepted Accounting Principles (GAAP).

The Company further agrees to:

- Provide quarterly compliance certificates verifying the Working Capital ratio.
- Notify [Recipient Name] immediately if the Working Capital falls below the threshold.
- Refrain from issuing dividends or making extraordinary capital expenditures that would result in a breach of this minimum requirement.

This assurance is binding upon the Company and its successors.

Sincerely,

[Signature]

[Printed Name]

[Title, e.g., Chief Financial Officer]

[Company Name]