

**[Bank Name]**  
[Department Name]  
[Bank Address]  
[City, State, Zip Code]

**[Date]**

**[Borrower Name]**  
[Borrower Address]  
[City, State, Zip Code]

**RE: Commitment Letter - Extension of Short-Term Overdraft Facility**

Dear [Contact Name],

We are pleased to inform you that [Bank Name] (the "Lender") has approved your request to extend the existing short-term overdraft facility (the "Facility") for [Borrower Name] (the "Borrower"). This extension is subject to the following terms and conditions:

- 1. Facility Limit:** [Amount and Currency]
- 2. New Maturity Date:** [Date]
- 3. Interest Rate:** [Percentage]% per annum over [Base Rate/LIBOR/SOFR]
- 4. Extension Fee:** [Amount] payable upon execution of this letter.
- 5. Purpose:** To provide temporary working capital support.

**Conditions Precedent:**

This commitment is subject to the following:

- Execution of formal amendment documentation.
- No material adverse change in the Borrower's financial position.
- Compliance with all existing financial covenants.

Please indicate your acceptance of these terms by signing and returning the enclosed copy of this letter by [Deadline Date].

Sincerely,

[Authorized Signatory Name]  
[Title]  
[Bank Name]

---

**Acknowledgment and Acceptance:**

I, the undersigned, acting on behalf of [Borrower Name], hereby accept the terms and conditions set forth in this commitment letter.

Signature: \_\_\_\_\_

Name: [Name of Borrower Representative]

Title: [Title]

Date: [Date]