

**PERSONAL GUARANTEE LETTER**

To: [Name of Bank/Financial Institution]  
[Branch Address]  
[City, State, Zip Code]

Date: [Insert Date]

**RE: Personal Guarantee for Overdraft Facility of [Name of Borrower/Company]**

In consideration of [Name of Bank] (hereinafter referred to as the "Bank") providing or continuing to provide an overdraft facility to [Name of Borrower/Company] (hereinafter referred to as the "Borrower"), I, [Full Name of Guarantor], residing at [Home Address of Guarantor], hereby irrevocably and unconditionally guarantee the following:

1. **Payment Guarantee:** I guarantee the due and punctual payment of all sums of money, including principal, interest, fees, and costs, which are now or may hereafter become due and owing to the Bank by the Borrower in respect of the Overdraft Facility up to a maximum limit of [Currency and Amount].
2. **Continuing Guarantee:** This guarantee shall be a continuing guarantee and shall remain in full force and effect until all liabilities of the Borrower to the Bank regarding the Overdraft Facility have been paid in full.
3. **Primary Obligor:** I agree that my liability under this guarantee shall be as a primary obligor and not merely as a surety. The Bank shall not be required to exhaust its remedies against the Borrower before enforcing its rights against me.
4. **Waiver:** I hereby waive any right to notice of any amendment, extension, or renewal of the Overdraft Facility granted by the Bank to the Borrower.
5. **Governing Law:** This guarantee shall be governed by and construed in accordance with the laws of [State/Country].

Signed, sealed, and delivered by:

\_\_\_\_\_  
[Signature of Guarantor]

Name: [Print Full Name]  
ID/Passport Number: [Insert Number]

**Witnessed by:**

\_\_\_\_\_  
[Signature of Witness]

Name: [Print Witness Name]  
Address: [Witness Address]