

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Recipient Name or Company Name]
[Recipient Address]

RE: Letter of Guarantee for [Applicant Name]

Dear [Recipient Name],

I am writing this letter to formally confirm my commitment to act as a third-party guarantor for [Applicant Name] regarding the [Type of Agreement, e.g., Rental Lease/Loan Agreement] for the property or service located at [Address or Account Number].

I understand that by signing this letter, I am undertaking a legal obligation to guarantee the full and punctual payment of all financial obligations incurred by [Applicant Name] under the terms of the agreement. In the event that [Applicant Name] fails to make any payment or defaults on their contractual obligations, I agree to be held liable for the outstanding balance, including any late fees or associated costs.

I have attached the required documentation to verify my identity and financial standing, including [List Documents, e.g., Proof of Income, ID, or Bank Statements].

This guarantee shall remain in full force and effect for the entire duration of the agreement and any subsequent renewals or extensions thereof.

Please contact me at [Your Phone Number] if you require any further information.

Sincerely,

[Your Signature]

[Your Printed Name]