

**Date:** [Insert Date]

**To:**

[Exporter Name]

[Exporter Address]

[City, State, Zip Code]

**Subject: Approval of Export Credit Guarantee - Reference No: [Insert Reference Number]**

Dear [Contact Person Name],

We are pleased to inform you that your application for an Export Credit Guarantee has been approved. This guarantee is issued to support your export contract with [Name of Foreign Buyer] located in [Country].

**Guarantee Details:**

- **Guarantee Type:** [e.g., Short-term/Medium-term]
- **Maximum Liability:** [Currency and Amount]
- **Coverage Percentage:** [e.g., 90%] of the invoice value
- **Expiry Date:** [Insert Date]
- **Insured Risks:** [e.g., Commercial and Political Risks]

**Conditions of Approval:**

This approval is subject to the following conditions:

1. Payment of the guarantee premium amounting to [Amount] by [Due Date].
2. Compliance with all reporting requirements as specified in the attached Policy Agreement.
3. Notification of any material changes to the export contract or buyer status.

Please review the attached formal policy document for full terms and conditions. To activate this guarantee, kindly sign and return the enclosed copy of this letter along with the proof of premium payment.

We look forward to supporting your international trade activities.

Sincerely,

[Authorized Signature]

[Name of Official]

[Title]

[Organization/Agency Name]