

[Date]

To: [Bank Name]
[Bank Address]
[City, State, Zip Code]

SUBJECT: LETTER OF FINANCIAL GUARANTEE FOR IMPORTATION

Dear Sir/Madam,

We, **[Company Name]**, located at **[Company Address]**, hereby request the issuance of a Financial Guarantee in favor of **[Beneficiary/Exporter Name]** for the total amount of **[Currency and Amount in Figures]** (**[Amount in Words]**).

This guarantee is related to the importation of **[Description of Goods]** as per Proforma Invoice/Contract Number **[Reference Number]** dated **[Date]**.

We irrevocably and unconditionally authorize **[Bank Name]** to pay the beneficiary the specified amount upon receipt of their first written demand and their written confirmation that the payment is due under the terms of the commercial agreement.

This guarantee shall remain valid until **[Expiry Date]**, after which it shall become null and void, whether the original document is returned to the bank or not.

We hereby agree to indemnify the bank against all losses, costs, and expenses incurred in connection with this guarantee. We further authorize the bank to debit our account number **[Account Number]** for all related fees, commissions, and any payments made under this guarantee.

Sincerely,

[Signature]
[Name of Authorized Signatory]
[Job Title]
[Company Stamp]