

SAMPLE

BANK REFERENCE LETTER

(To be Completed by Bank Officer on Bank Letterhead)

(Date)

Gregory E. Nash
Bonds Southeast, Inc.
5550 Franklin Pike, Suite 202
Nashville, TN 37220

RE: (Principal)

I have been acquainted with the above-named contractor _____ years. The
for average bank account for the last year has been \$ _____. The current
account balance is \$ _____.

We have provided a working capital line of credit to this contractor in the amount of \$

secured by _____.

The current amount owing against this working capital line of credit is \$
_____. The line of credit expires on
_____.

Sincerely yours,

(Name of Bank Office)
(Title)

To the Bank: Please feel free to add any additional
information that you feel will be helpful for surety
consideration of this account.