



## BANK LETTER SUBMITTAL INSTRUCTIONS

Please present this page to your bank and have them copy the text below the line onto their personal letterhead, filling in the shaded areas with the appropriate information.

Have them sign the form and forward a copy to [jburt@housby.com](mailto:jburt@housby.com)

If you have any questions, please contact us at 515-299-6263.

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(Date)

To Housby Online Sales, LLC:

Please accept this letter as guarantee that (Bidder Name) of (Company) is in good standing with our institution and has available funds either through current account balance or available line of credit to participate in the (Sale Date) sale held by Housby up to an amount of (Amount). This letter will expire on (Expiration Date).

Sincerely,

(Signature)

(Printed Name)

(Title)