

[on Applicant headed paper]

[Bank branch]

[Address]

[Date]

**RE:** [Contract name prequalification/tender submission (as appropriate)]

*This form has been approved by [ ].*

[Applicant name]

[Address]

Account number / Holding branch

I authorise you to provide the information requested overleaf in respect of [Applicant name] 's term loan and on demand loan \ overdraft accounts (to the extent they exist) to [Contracting Authority] for the purposes of the above named contract's prequalification submission.

Yours faithfully

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**Authorised Signature(s)**

[Applicant name]

[Applicant name] **(Contractor)**

**[Applicant's Address]**

**Re: Public Works Contract Prequalification Submission**

Date

To whom it may concern,

We confirm [ ] (the "Bank") have been the Contractor's principal banker for [ ] years.

We report that at the close of business on [date] the records of the Bank showed:-

**1. Lending Facilities**

<b>Account Description</b>	<b>Date of last letter outlining terms/conditions of borrowing</b>	<b>Balance</b>

The Bank has provided the above term lending facilities to the Contractor which have been drawn down in the amount of €            and said facilities will be available for the next            months subject to all terms and conditions applicable to the facilities being complied with. It should be noted that facilities may contain an obligation to make capital repayments such that the outstanding amount of the facilities will be substantially reduced well in advance of the expiration of the            month period referred to above.

**2. On Demand / Overdraft Facilities**

<b>Account Description</b>	<b>Date of last letter outlining terms/conditions of borrowing</b>	<b>Balance</b>

The Bank has also provided demand facilities in the amount of €            which includes an overdraft facility of €            . For the avoidance of doubt, these facilities are uncommitted and repayable on demand.

The information contained herein is given in confidence for your use only, in your capacity as Contracting Authority for the above named project and without responsibility on the part of the Bank or any of its officials.

Signed..... [ Authorised Bank Representative / Branch Manager ]

[Print Name]

Date.....

[ Bank Stamp ]