

Friendly and appreciative cancellation request

Dear [Bank Manager Name],

Subject: Cancellation of Bank Guarantee [BG Number]

We would like to extend our sincere thanks for your assistance during the tenure of our bank guarantee [BG Number]. With the successful completion of the underlying contract, we now request the cancellation of this guarantee.

Your continued support and prompt services are greatly appreciated.

Warm regards,

[Authorized Signatory Name]

[Company Name]

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