

Bank Guarantee Cancellation

Subject: Back Guarantee Cancellation Letter

[Date]

[Recipient Name]

[Bank Name]

[Address]

Dear [Recipient Name],

[I, We] hereby request from [bank name] to cancel and release the bank guarantee number [BZS15981], which was given by [me, us] in accordance to our commitments to [vendor or supplier name], effective [some date].

Listed below are the bank guarantee details for your reference.

Bank Guarantee Reference Number: _____

Date of Issue: _____

Account Number: _____

Name of Beneficiary: _____

Beneficiary Account Number: _____

Thank you for your cooperation.

Sincerely,

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