

ACCEPTABLE FORMAT FOR PERFORMANCE GUARANTEE

_____ *[Issuing Agency's Name, and Address of Issuing Branch or Office]* _____

Beneficiary: _____ *[Name and Address of Employer]* _____

Date: _____

PERFORMANCE GUARANTEE No.: _____

We have been informed that _____ *[name of Contractor/Supplier]* (hereinafter called "the Contractor") has entered into Contract No. _____ *[reference number of the contract]* dated _____ with you, for the _____ *[insert "construction"/ "Supply"]* of _____ *[name of contract and brief description of Works]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Contractor, we _____ *[name of Agency]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of _____ *[amount in figures]* (_____ *[amount in words]*), such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of your first demand in writing accompanied by a written statement stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the day of, 20.. *[insert date, 28 days beyond the scheduled contract completion date]* and any demand for payment under it must be received by us at this office on or before that date.

[signature(s)]