

Performance Guarantee Statement

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Performance Guarantee for Contract Compliance

Dear [Recipient Name],

We, [Your Company Name], located at [Your Company Address], hereby issue this Performance Guarantee Statement in favor of [Recipient Name] as per the terms of our contract dated [Contract Date] concerning [Contract Description].

This guarantee is to ensure our compliance with the obligations set forth under the contract. We affirm our commitment to deliver services/products as outlined, and in the event of default, we shall compensate [Recipient Name] to the extent of [Specify Amount] to cover any financial loss incurred.

This performance guarantee will remain effective until [Guarantee Expiration Date], or until all obligations under the contract are fulfilled, whichever comes first.

Thank you for your attention to this matter. Should you have any questions or require further information, please do not hesitate to contact us at [Your Contact Information].

Yours sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]