



J. Biron Agency, LLC

Your Surety Bond Professionals

BANK LETTER OF CUSTOMER RELATIONSHIP

Our business is to establish and place bonds for our clients. One of the requirements of bonding is that we obtain a reference letter from our client's bank.

Please give this sample letter to your bank representative and request that he/she respond to the items listed below. **The response must be on the bank's letterhead. It is not acceptable to respond on this sheet.**

The following information is required:

1. Date the Account was opened.
2. Average Checking Account balance for the past twelve (12) months, and present Checking and Savings Account balances.
3. If applicable, we need to know the dollar amount of the Line of Credit available and the dollar amount of what is presently in use. We also need to know the expiration date of the Line, if the Line is secured, the security taken, or if it is unsecured.
4. Amounts and terms of any existing Loans.
5. General recommendations as to character, business qualifications, etc.

The response must include the name of the client and the name and title of the bank representative responding.

The response should be mailed to:

**J. Biron Agency, LLC
Attn: Jane Biron Siviski
1 Forest Park Drive
Farmington, CT 06032**