



## Sample Letter of Commitment

The following sample letter of commitment is based on language recommended by the Surety & Fidelity Association of America (SFAA) at [https://surety.org/wp-content/uploads/2024/07/NASBP-BEAD-Program\\_Full-Kit.pdf](https://surety.org/wp-content/uploads/2024/07/NASBP-BEAD-Program_Full-Kit.pdf). This letter is provided as an illustrative sample; Applicants are not required to use this template so long as the letter submitted meets the requirements

### FINANCIAL INSTITUTION LETTERHEAD

FINANCIAL INSTITUTION NAME

FINANCIAL INSTITUTION ADDRESS

FINANCIAL INSTITUTION STATE AND ZIP CODE

New Hampshire Department of Business and Economic Affairs  
Attn: Office of Broadband Initiatives  
100 North Main Street  
Suite 100  
Concord, NH 03301

Re: [APPLICANT NAME] Letter of Commitment

To whom it may concern,

We understand that [APPLICANT NAME] is submitting or has submitted a proposal to the New Hampshire BEAD Program in the approximate amount of \$[DOLLAR AMOUNT]. This letter confirms that [FINANCIAL INSTITUTION] has reviewed the financial security requirements of the New Hampshire BEAD Program and has authorized [single performance bond requests up to [BOND AMOUNT]]/[a letter of credit up to [LETTER OF CREDIT AMOUNT]] for [APPLICANT NAME] for the proposed project. [FINANCIAL INSTITUTION] is [INSERT BRIEF DESCRIPTION OF FINANCIAL INSTITUTION AND ITS OPERATIONS/RESOURCES].

It is important to understand that, as is customary within the financial industry, the issuance of any bonds or a letter of credit is always contingent upon a satisfactory underwriting review at the time a request for bonds is made. This review may include, but is not limited to, acceptable terms, conditions, documents, bond forms, letter of credit forms, confirmation of an acceptable financing source and payment provisions, and [APPLICANT NAME] continuing to satisfy other underwriting considerations.

Any arrangement for financial security required by the New Hampshire BEAD Program is a matter between [FINANCIAL INSTITUTION] and [APPLICANT NAME], and therefore, we assume no liability to you or third parties if we do not execute [these bonds/this letter of credit] for any reason. Furthermore, this letter shall not be construed as an agreement to provide bonds or a letter of credit for any particular project but is provided as an indication of our current position on the specific request received from [APPLICANT NAME].

Sincerely,

SIGNATURE

NAME OF SIGNATORY

TITLE OF SIGNATORY