

CERTIFICATION OF FUNDS LETTER

This form will **NOT** be accepted by John C. Hutt, Jr., P.C. unless it is typewritten on Bank Stationary *or* Bank Letterhead. We can **NOT** accept Bank Printouts showing account balances as a Guarantee of payment of a personal check. Bank must Guarantee payment of customers personal checks in writing. **DO NOT FILL IN BLANKS ON THIS FORM!**

[*Insert Date of Letter Here*]

John C. Hutt, Jr.  
Special Commissioner  
John C. Hutt, Jr., P.C.  
P.O. Box 39  
Montross, VA 22520-0039

Re: Certification of funds letter for: *Name of Bank customer*

Dear Mr. Hutt:

In reference to your delinquent real estate tax sale in Westmoreland County and the Town of Colonial Beach, please be advised that [*Insert Name of Customer here*] is a customer of this bank and that his/her drafting account number is [*Insert Customers Drafting Account Number Here*]. We are aware that he/she intends to bid on property at your sale on Saturday, December 10th, 2016, and we are prepared to honor his/her draft, if given on the day of sale as payment for said property, for any amount up to [\$\$\$ *Insert Dollar Amount here*] and for a period of 10 (ten) business days after the sale date.

Sincerely,

Signature of bank official with  
Authority to bind the bank as  
set forth above.

**NOTE:** This Certification of Funds Letter (or Limited Letter of Credit) may be presented to me at any time prior to the day of sale, but **must** be given to either myself or a member of my staff no later than 10:00 a.m. on the day of the sale. Questions or comments should be directed by phone to John Hutt @ (804) 493-9700.