

## CALL FOR BIDS NS17-1: APPENDIX V

### PART C — INFORMATION BANK LETTER OF GUARANTEE

A bank letter of guarantee must:

- be dated;
- be issued by a Bank;
- be on the Bank letterhead;
- be executed by an authorized signing officer of the bank;
- have the beneficiary named as the CNSOPB;
- refer to the promissory note(s) being guaranteed and to the company providing the promissory note(s);
- be explicit in agreeing to pay on demand the sum named in the promissory note(s);
- be either without an expiry date, or if stated, the guarantee must be valid for not less than 180 days following expiry of the period for which the security is posted;
- be explicit as to the address of the branch where the note may be presented in Halifax, Nova Scotia; refer to the Call for Bids and parcel number, appropriate licence, or other conditions , as appropriate, which give rise to the requirement to post Financial Security;
- contain standard conditions such as requiring the promissory note(s) to be signed by the company and wording to indicate the bank's Approval for Issue, including the signature of authorized bank officials (see sample); and
- not be subject to renewal, annual or otherwise, during the period for which the promissory note is posted.

**APPENDIX V  
CALL FOR BIDS NS17-1**

**PART D —SAMPLE BANK LETTER OF GUARANTEE**

[Bank letterhead with address]

[Date]

Canada-Nova Scotia Offshore Petroleum Board  
8th Floor, TD Centre  
1791 Barrington Street  
Halifax, Nova Scotia  
B3J 3K9

Dear Sirs:

It is our understanding that, in accordance with paragraph 2.7(b) of Call for Bids NS17-1 (Parcel #\_\_\_), issued by the Canada Nova Scotia Offshore Petroleum Board, [name of successful bidder] is depositing with you its non-interest bearing demand promissory note in the amount of \$ \_\_\_\_\_ and dated \_\_\_\_\_. We hereby issue this letter of guarantee or credit in respect of the said note.

[name of Bank] engages to pay, on demand, to the Receiver General for Canada, on demand, the amount named in the said note on the following conditions:

1. The note is executed by [name of successful bidder] and is payable to the Receiver General for Canada;
2. The said note is presented during normal banking hours at the \_\_\_\_\_ Branch of [name of bank], [address], Halifax, Nova Scotia (postal code), no later than, September 11, 2025;
3. The said note bears the words "Approved for issue" and is countersigned by or on behalf of the Manager, \_\_\_\_\_ Branch of [name of bank], [address], [city, province and postal code].

\_\_\_\_\_ [name and address of bank]

\_\_\_\_\_ [signature of signing officer]

\_\_\_\_\_ [name and title of signing officer]