

(Enclosed A)

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| Sample of Letter to ACTA to issue a letter of guarantee / insurance |
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(On your letterhead)

Date:.....

The Association of
Cyprus Travel Agents
Nicosia

Dear Sirs,

With this letter we submit our proposal for a letter of guarantee / insurance of €....., for the organisation of organised trips according to the The Package Travel, Holidays and Tours Law 51(1)/98 (articles 16 to 18). Therefore, we enclose the relative certificate of our external auditors which refers to our **last year's** accounts.

Further to the above certification, we estimate that the biggest amount of all payments expected to have at our disposal, at any time during the **current year** regarding the trips which will not have been fully executed, will not exceed the above bond's mentioned amount. This is based on our plans for the **current year**.

Therefore, we kindly ask you to have your Association's approval in order to proceed with the deposit of the bank guarantee / insurance to your Association.

Regards,

(Signature)

(Name and position in company)