### LETTER OF CREDIT FORMAT
On Bank, Credit Union or Trust Company Letterhead

<table>
<thead>
<tr>
<th>Description</th>
<th>Information</th>
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<tbody>
<tr>
<td>Letter of Credit #</td>
<td>____________________________</td>
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<tr>
<td>Amount</td>
<td>____________________________</td>
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<tr>
<td>Initial Expiry Date</td>
<td>____________________________</td>
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<tr>
<td>Development Permit No.</td>
<td>____________________________</td>
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The City of Port Coquitlam  
2580 Shaughnessy Street  
Port Coquitlam, BC  V3C 2A8

We hereby authorize you to draw on the (bank) ____________________________ for the account of (who) ____________________________ up to the total amount of $_________________ available on demand.

Pursuant to the request of our customer __________________________________ we hereby establish and give you our irrevocable Letter of Credit in your favour in the above amount which may be drawn on by you at any time and from time to time, upon written demand for payment made upon us by you, which demand we shall honour without inquiring whether you have the right as between yourself and the said customer to make such demand, and without recognizing any claim of our said customer, or objection by it to payment by us.

The Corporation of the City of Port Coquitlam may reduce the amount of this Letter of Credit from time to time as advised by notice in writing to the undersigned.

This Letter of Credit will continue in force for a period of one year, subject only to the conditions hereinafter set forth.

It is a condition of this Letter of Credit that it shall be deemed to be automatically extended without amendment from year to year from the present or any future expiration date hereof, unless at least 30 days prior to any such future expiration date, we notify you in writing by registered mail, that we elect not to consider this Letter of Credit to be renewable for any additional period.

Dated at ____________________________ this the ___________ day of ____________.

Name of Bank:  
______________________________

per:  
______________________________