

*(On official letterhead)*

Date xx, 2020.

Paul Wills, CPA, CMA, Chief Executive Officer/Treasurer,  
Nova Scotia Municipal Finance Corporation,  
Suite 8317, Maritime Centre  
1505 Barrington Street,  
P.O. Box 850, Station "M",  
Halifax, N.S. B3J 2V2

**Re: 2020 Spring/Fall Debenture Funding**

Please accept this letter as a firm commitment by the Council or Board of the Municipality of/Town of/Village of \_\_\_\_\_ to participate in the NSMFC Spring/Fall 20XX Debenture Issue.

We request long-term funding for the following completed municipal capital project(s) for the following amount(s) and term(s):

<b>Purpose:</b>	<b>Loan Amount</b>	<b>Loan Term</b>	<b>Loan Amort *</b>	<b>TBR #</b>	<b>Project Completion Date dd/mm/yyyy</b>	<b>Federal and/or Provincial Funding?</b>
Project XYZ	\$0.00	X Years	Y Years	18/19-XX	DD/MM/YYYY	[ ] Yes [ ] No

**Total  
Debenture  
Requirement**            **\$0.00**

Also, please find enclosed the "Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate" which has been duly passed by Council.

Respectfully yours,

**Authorized senior staff member**

*\*Loan Amortization is “not the useful life” of the asset.*