

[Date]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

RE: Request to Open Campaign Committee Bank Account

To the Account Services Department,

This letter serves as a formal request to open a new [Checking/Operating] account for [Name of Campaign Committee]. This committee has been established to support the election of [Candidate Name] for the [Number] Congressional District of [State].

Please find the following information required for account initiation:

- **Committee Name:** [Full Legal Name of Committee]
- **Committee Address:** [Physical Address]
- **Employer Identification Number (EIN):** [Tax ID Number]
- **FEC Identification Number:** [FEC ID Number]
- **Designated Treasurer:** [Full Name of Treasurer]
- **Assistant Treasurer (if applicable):** [Full Name]

We have enclosed copies of the Statement of Organization (FEC Form 1) as filed with the Federal Election Commission and the IRS SS-4 confirmation letter.

The authorized signers for this account will be [Name 1] and [Name 2]. We understand that this account must be maintained in accordance with the Federal Election Campaign Act and all applicable banking regulations.

Please let us know what additional documentation or signatures are required to finalize the opening of this account.

Sincerely,

[Signature]

[Printed Name]

Treasurer, [Name of Campaign Committee]

[Phone Number]

[Email Address]