

[Your Name/Treasurer Name]
[Committee Name]
[Committee Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Bank Name]
[Branch Address]
[City, State, Zip Code]

RE: Request to Open Federal Campaign Finance Committee Account

To the Branch Manager,

I am writing to formally request the opening of a new campaign depository account for **[Full Committee Name]**. This committee is a federal political committee registered with the Federal Election Commission (FEC).

The account will be used to receive contributions and make expenditures in connection with federal elections, in accordance with the Federal Election Campaign Act.

Please find the following information required for account setup:

- **Committee Name:** [Full Committee Name]
- **FEC Identification Number:** [C00XXXXXXX]
- **Employer Identification Number (EIN):** [XX-XXXXXXX]
- **Account Type:** Political Campaign Checking
- **Designated Treasurer:** [Treasurer Full Name]
- **Authorized Signers:** [List Names of Authorized Signers]

Attached to this letter are copies of our FEC Form 1 (Statement of Organization) and the IRS SS-4 Confirmation Letter for our EIN.

Please let us know what additional documentation or identification is required to finalize the opening of this account. We look forward to working with your institution.

Sincerely,

[Signature]

[Printed Name]
Treasurer, [Committee Name]