

[Date]

[Bank Manager Name]

[Bank Name]

[Branch Address]

[City, State, Zip Code]

RE: Request to Open Campaign Finance Committee Account

Dear [Bank Manager Name],

I am writing to formally request the opening of a new checking account for the senatorial campaign committee titled "[Committee Name]". This committee has been organized to support the candidacy of [Candidate Name] for the [Year] Senatorial Election.

Enclosed with this letter, please find the following required documentation:

- Internal Revenue Service (IRS) Letter confirming our Employer Identification Number (EIN).
- Filed copies of Federal Election Commission (FEC) Form 1 (Statement of Organization).
- A copy of our Committee Bylaws/Operating Agreement.
- Government-issued identification for the Treasurer and authorized signatories.

The following individuals are to be designated as authorized signatories on this account:

- [Treasurer Name], Treasurer
- [Assistant Treasurer/Candidate Name], [Title]

Please ensure that this account is established in compliance with all federal and state campaign finance regulations, including the provision of detailed monthly statements for reporting purposes. We request that any checks issued for this account be printed with the committee's full legal name and address.

Thank you for your assistance with this matter. Please contact me at [Phone Number] or [Email Address] if you require further information or additional documentation.

Sincerely,

[Signature]

[Printed Name]

Treasurer, [Committee Name]