

[Date]

[Bank Name]

[Branch Address]

[City, State, Zip Code]

RE: Request to Open Corporate Trustee Revocable Trust Account

Dear [Bank Representative Name or Account Manager],

I am writing on behalf of [Corporate Trustee Name] to formally request the opening of a new bank account for the following trust:

Trust Name: [Full Name of the Revocable Trust]

Trust Date: [Date Trust was Established]

Tax Identification Number: [TIN or SSN]

The account is to be managed by [Corporate Trustee Name] in its capacity as the appointed Trustee. We wish to open a [Type of Account, e.g., Checking/Money Market] account for the purpose of managing trust assets and disbursements.

Enclosed with this letter, please find the required documentation for your review:

- Certified Copy of the Trust Agreement (or Memorandum/Certification of Trust)
- Corporate Resolution authorizing the opening of the account
- Articles of Incorporation for the Corporate Trustee
- Government-issued identification for the authorized signatories
- IRS Form W-9

The authorized signatories for this account will be:

- [Signatory Name 1], [Title]
- [Signatory Name 2], [Title]

Please notify us of any additional forms or internal banking documents required to complete this process. We look forward to establishing this relationship with your institution.

Sincerely,

[Signature]

[Printed Name]

[Title/Position]

[Corporate Trustee Name]

[Phone Number]

[Email Address]