

[Company Letterhead]

[Date]

[Bank Name]

[Escrow Services Department]

[Bank Address]

[City, State, Zip Code]

Subject: Request to Open a Commercial Escrow Account for Corporate Fundraising

Dear [Contact Person Name or Bank Manager],

We are writing to formally request the opening of a commercial escrow account for [Company Name], registered under [Tax ID/Registration Number]. This account is intended to facilitate an upcoming corporate fundraising campaign scheduled to begin on [Start Date].

The purpose of this escrow account is to securely hold investment funds from participating contributors until the predefined closing conditions of our [Type of Funding, e.g., Series A / Seed Round] are met. We anticipate a total fundraising goal of [Target Amount] and expect the account to remain active until [Estimated End Date].

To assist with the onboarding process, we have attached the following documents:

- Certificate of Incorporation
- Board Resolution authorizing the opening of this account
- KYC documentation for authorized signatories
- Draft Escrow Agreement (if applicable)

Please provide us with the necessary application forms, fee schedule, and any additional requirements to finalize the account setup. We would appreciate it if the account could be operational by [Desired Completion Date].

Thank you for your assistance. We look forward to your prompt response.

Sincerely,

[Signature]

[Printed Name]

[Title, e.g., CEO/CFO]

[Company Name]

[Phone Number]

[Email Address]