

[Company Letterhead]

[Date]

To: [Bank Name]

[Bank Address]

[City, State, Zip Code]

**Subject: Authorization to Add Multi-Currency Sub-Accounts to Account No: [Primary Account Number]**

Dear [Relationship Manager Name or Bank Representative],

I am writing on behalf of [Company Name] to formally request the addition of multi-currency capabilities to our existing corporate banking profile. Specifically, we wish to open sub-accounts for the following currencies:

- [Currency 1, e.g., USD]
- [Currency 2, e.g., EUR]
- [Currency 3, e.g., GBP]

These sub-accounts should be linked to our primary operational account number [Primary Account Number].

We confirm that the existing authorized signatories and signing mandates currently on file for the primary account shall also apply to these new currency sub-accounts, unless otherwise specified in writing. We further authorize the bank to debit any applicable setup or maintenance fees from our primary account.

Please find the attached Board Resolution/Minutes of Meeting authorizing this request. Should you require any additional documentation or information, please contact [Contact Person Name] at [Phone Number] or [Email Address].

Thank you for your prompt assistance with this matter.

Sincerely,

[Signature]

[Full Name of Authorized Signatory]

[Title/Position]

[Company Stamp/Seal]