

[Date]

[Bank Name]

[Bank Branch Address]

[City, State, Zip Code]

Subject: Request to Add Multi-Currency Accounts for Subsidiary Entity

Dear [Contact Person Name or Account Manager],

I am writing on behalf of [Parent Company Name] to formally request the opening of additional currency accounts for our subsidiary, [Subsidiary Company Name], under our existing corporate banking facility (Account Number: [Main Account Number]).

Please enable the following currency sub-accounts for the aforementioned subsidiary:

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

The purpose of these accounts is to facilitate [state purpose, e.g., international trade, intercompany transfers, or local payroll].

The authorized signatories for these new sub-accounts will be:

1. [Name], [Title]
2. [Name], [Title]

Please find attached the updated Corporate Resolution and the Subsidiary's Certificate of Incorporation required for this setup. Kindly confirm once the accounts are active and provide the new IBAN/Swift details for each currency.

Thank you for your prompt assistance.

Sincerely,

[Signature]

[Full Name]

[Title/Position]

[Parent Company Name]