

[Company Header/Logo]

[Date]

[Primary Contact Name]

[Business Name]

[Business Address]

[City, State, Zip Code]

Subject: Welcome to [Bank Name] - Your New Corporate Checking Account

Dear [Contact Name],

Thank you for choosing [Bank Name] for your business banking needs. We are pleased to confirm that your Corporate Checking Account is now active.

Account Details:

- Account Name: [Business Name]
- Account Number: [Account Number]
- Routing Number: [Routing Number]

Next Steps:

- **Online Banking:** You can register for our Business Portal at [Website URL] to manage wires, payroll, and transfers.
- **Debit Cards:** Your business debit cards will arrive via mail within [Number] business days.
- **Checks:** Your initial check order has been placed and will be delivered to your registered address.

Our goal is to help your business grow by providing efficient financial tools. If you have any questions or require a demonstration of our treasury management services, please contact your Relationship Manager, [Manager Name], at [Phone Number] or [Email].

We look forward to a successful partnership.

Sincerely,

[Sender Name]

[Title]

[Bank Name]