

SAMPLE REQUEST LETTER
(ON YOUR COMPANY LETTERHEAD)

Date: _____

705 Federal Credit Union

1455 West Willow Street

Lafayette, LA 70506

Dear Business Development Manager,

Our Company, _____, located
_____ is just
_____ miles from your credit union . Please consider our request to make
the financial services of 705 Federal Credit Union available to our em-
ployees. At present we have _____ full-time and _____ part-time employees.

Sincerely,

Signature: _____

Please Print Name: _____

Title: _____

Phone: _____ - _____ - _____