



Your Nonprofit Name
123 Main Street
Anywhere, NY 99999

DATE: XX/XX/XXXX

To whom it may concern,

Please be advised that **Your Nonprofit Name** currently has an account in good standing and that is open for deposits with our institution. Accurate and timely processing of transactions should be processed using the following information:

Bank Name:	Acme Global Bank
Bank Reference Address:	One Piggy Bank Lane, New York, NY 99999
Bank Routing Number:	XXXXXXXXX
Account Number:	YYYYYYYYY
Account Name:	Your Nonprofit Name
Account Tax ID/EIN:	99-9999999

Sincerely,

Acme Global Bank
One Piggy Bank Lane
New York, NY 99999

Branch Manager or Authorized Signatory Name

Authorized Signatory