

# Business Account Application

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Startup Name]

[Your Startup Address]

[City, State, ZIP Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Bank's Name]

[Bank's Address]

[City, State, ZIP Code]

Dear [Bank Manager's Name],

I am writing to apply for a business account with [Bank's Name] for my startup, [Your Startup Name]. Our company is engaged in [brief description of your business].

As we are in the process of establishing our operations, having a dedicated business account will help us manage our finances effectively and professionally. We aim to ensure that our transactions are secure and transparent.

We would like to request the following services:

- Business checking account
- Online banking services
- Business credit card

Attached are the required documents for your review, including our business plan, identification, and any additional information you may need.

Thank you for considering our application. We look forward to your positive response.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Startup Name]