

Instructions for submitting a request to become an Approved Member Company:

Please copy the letter below, complete and print the letter on your company letterhead. An officer of your company/organization will need to authorize this request with their signature in order for us to process this request. Please fax the completed letter to 770-582-3877.

We will contact you within the next couple of business days regarding your request.
Thank you.

Month, Day, Year

Board of Directors
Excel Federal Credit Union
5070 Peachtree Industrial Boulevard
Norcross, GA 30071-1550

Dear Board Members,

(Company Name) is requesting that this letter serve as our application enabling us to provide our employees the services of EXCEL Federal Credit Union. We employ (#) employees to whom we would like to offer these benefits. Our office is located at **(company address)** and is (#) miles from your closest branch. This office is located within the 25 mile service area of EXCEL Federal Credit Union's closest branch.

Due to our size and/or lack of expertise in finance, it is not practical for us to establish our own Credit Union.

We will provide any appropriate support to the credit union in an effort to notify our employees of your services.

Sincerely,

(Name)
(Title)
(Phone Number)

