

Banking Letterhead Here

This is a sample copy of a bank letter to be sent in with the "ACH Authorization Form" in the event you are using a new account that does not have pre-printed checks with business name and/or owners name on them (processor cannot accept starter checks). It is also required when using an account such as a savings account that does not have checks. This letter is NOT required when the account(s) have pre-printed voided check(s).

May 19, 2015

Columbus Data

Re: Account Verification

To Whom It May Concern:

This letter is to verify Mr. David Smith has opened a business banking account with Bank of America, the account numbers are as follows:

Routing Number 063102155
Checking Account # 1000033219330
Savings Account # 100033219300

If you need any further information I may be reached at 407-335-8943

Sincerely,

Rosemary Carabaldi
Assistant Branch Manager, Bank of America