

NAME OF PRIVATE ORGANIZATION
Organization Address

From: President, Name of Private Organization
To: Community Bank
Via: AC/S G-8, Marine Corps Base Camp S.D. Butler
Subj: ESTABLISHMENT/MAINTENANCE OF A MILITARY BANKING FACILITY
(MBF) ACCOUNT
Ref: (a) MCIPACO 5760.1.

1. I request that the Name of Private Organization be given approval to establish/maintain a MBF Account at Community Bank.
2. The purpose of this account is to enhance fiscal accountability and properly manage the money of the organization in accordance with reference (a).
3. Authorized custodians of this account will be:

List Names of Authorized Custodians
4. The Employer Identification Number (EIN) for this organization is _____.
5. Point of contact is POC Name, POC Phone Number.

//SIGNED//
Private Organization President
Name of Private Organization