

SAMPLE LETTER

(Please complete on your company's letterhead)

Date

San Antonio Credit Union  
P.O. Box 1356  
San Antonio, Texas 78295-1356

Dear Sir or Madam:

(Name of Company/Association) would like to sponsor San Antonio Credit Union and its services as a benefit for our employees/members.

We are located \_\_\_\_\_ miles from an SACU office and currently have a total of \_\_\_\_\_ employees/members.

The formation of a credit union for (name of company/association) is not practical due to a lack of sufficient volunteers and resources to support the operation of a credit union.

Further, we do not currently have a sponsorship affiliation with any other credit union.

Thank you for your favorable consideration of this request.

Sincerely,

Jane Doe  
Executive Vice President  
Name of Company/Association  
Phone number  
Email address