

[Date]

Michael Poole  
Chairman Board of Directors  
CP Federal Credit Union  
1100 Clinton Road  
Jackson, MI 49202-2088

Dear Rev. Poole,

[Name of the company] requests inclusion in the charter of C P Federal Credit Union so that our company and its employees are eligible for credit union membership.

Our headquarters is located at [address]. Our location is approximately within [number of] miles from the credit union and we have [number of] employees.

The company is not currently served by a credit union charter.

Please advise us of your disposition of this request as soon as completed.

Sincerely,

Owner or President