

**SAMPLE REQUEST LETTER**  
(on Your Company Letterhead)

Date \_\_\_\_\_

CSE Federal Credit Union  
ATTN: Colleen Desselle, Director of Marketing  
4321 Nelson Road  
Lake Charles, LA 70605

RE: Membership Request

Dear Mrs. Desselle:

Our company, \_\_\_\_\_, would like to submit this letter requesting admission to join CSE Federal Credit Union's membership. \_\_\_\_\_ has been in business for over \_\_\_\_\_ years. \_\_\_\_\_ offers the following services \_\_\_\_\_.

\_\_\_\_\_ We are located at \_\_\_\_\_.

\_\_\_\_\_ We are approximately \_\_\_\_\_ miles from your location. We have a staff of \_\_\_\_\_ full-time employees, and \_\_\_\_\_ part-time employees. We, \_\_\_\_\_, do not belong to any other credit union. We are proud to promote Credit Union membership, along with the option of payroll deductions, to our employees. We would like to offer this benefit to our employees and would hope you would take the time to consider our company.

Sincerely,

Company Officer/Owner  
Title \_\_\_\_\_



**Main Office**  
4321 Nelson Road  
Lake Charles, LA 70605  
Phone: 337.477.2000

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Houston, TX



We do business in accordance with the Federal Fair Housing Law and the Equal Credit Opportunity Act.



Accounts Federally Insured to at least \$100,000 by NCUA, an agency of the U.S. Government.

strong heritage. smart future.

# more than branches



# we have roots



strong heritage. smart future.

join today

# Making Membership Eligible to your Company or Organization

## Companies like yours

Need a great employee benefit package to be competitive in today's marketplace? Most employee benefits are expensive. One way of enhancing those benefits to your employees may be by providing CSE Federal Credit Union membership. Offering CSE Federal Credit Union services to your employees can save them money on their financial services and make your company look like a "champion". It is easy to implement and with no cost to you. It's the best employee benefit you'll never pay for!

## CSE Federal Credit Union offers a variety of services to our members:

- Checking Accounts, Debit Cards, BillPay, *CaSEy Online* Account Access, ATM Cards
- Payroll Deduction for Savings, Checking, and Loans
- Savings, IRAs and Certificate Accounts
- Credit Life & Disability Insurance on Loans
- Plus Much More!

CSE FCU is proud to announce there are two locations opened for your convenient access:

**Main Office**  
4321 Nelson Rd.  
Lake Charles, LA 70605

**Sulphur**  
2154 Swisco Rd.  
Sulphur, LA 70665

## More than branches...

We have roots within SW Louisiana. CSE Federal Credit Union was established in 1943 and is directed by a volunteer board comprised of Credit Union members. There are presently over 150 companies that share membership in CSE Federal Credit Union. We have over 27,000 active members and assets in excess of \$208 million.

## Ready to Join? Here's how...

There is no cost to your company to provide the benefit of CSE Federal Credit Union membership to your employees. We only ask that you promote CSE FCU membership as part of your employee benefit package. Once your company joins our field of membership, all employees and their primary family members may open a savings account with \$5 or more to begin enjoying all the benefits of being a credit union member. To make Credit Union membership available to your employees or organization, please take a few minutes to complete a SAMPLE REQUEST LETTER like the one included.

It is very important that your REQUEST LETTER contain the same type of information as the SAMPLE REQUEST LETTER and must be printed on your company letterhead.

Mail your request letter to: **CSE Federal Credit Union**  
ATTN: Marketing Department  
4321 Nelson Rd.  
Lake Charles, LA 70605

Approval by the NCUA (National Credit Union Administration) and the Board of Directors of CSE Federal Credit Union is required. If you have any questions, please call the Marketing Department of CSE FCU at 337.477.2000 ext. 3161 We look forward to serving you and your employees!

\*Contact a CSE Representative for products, rates, or terms.