

Date

MEMORANDUM FOR Commander, U.S. Army Garrison Rheinland-Pfalz, ATTN:  
Private Organization Liaison, Unit 23152, APO AE 09067

SUBJECT: Request to Maintain Bank Account for Private Organization

1. Request approval to maintain bank account at Community Bank for the below named Private Organization (PO) pending approval of renewal to operate.

2. Account Information:

a. Organization Name: Random Named Organization (PO)

b. Tax/Employer Identification Number (TIN/EIN):01-2345678

c. Last Four of Account #:0123

3. Point of contact is : Name, [any.b.ody@emailaddress.com](mailto:any.b.ody@emailaddress.com), phone number

Name  
Title  
Organization