

**RETYPE THIS LETTER ON YOUR LETTER HEAD AND FAX TO  
540-825-6347**

Date

Northern Piedmont Federal Credit Union  
Attention: Marsha Borland  
567 James Madison Highway  
Culpeper, VA 22701

RE: Membership Request

Dear Mrs. Borland,

We are requesting that the employees/members/students of \_\_\_\_\_ be offered membership in Northern Piedmont Federal Credit Union. Currently, our company/organization/school does not have an affiliation with a credit union and our employees/members/students do not have access to credit union services.

We have \_\_\_\_\_ employees/members/students and our office/school is located at \_\_\_\_\_, (Physical location) which is approximately \_\_\_\_\_ miles from your Culpeper/Warrenton, Virginia office.

Sincerely,

\_\_\_\_\_  
Phone: \_\_\_\_\_