



838 Eglin Parkway N.E.
Fort Walton Beach, FL. 32547-2781
eglinfcu.org

Invitation to Make Your Members/Employees Eligible

If your organization is within 25 miles of an EFCU branch, a basic letter of request could make your members and/or employees eligible for membership with EFCU. There is no cost or minimum number of members and/or employees required in order to provide this benefit, simply supply the basic organizational information requested below to create a letter or use the template provided on page 2 of this document. Once you have composed your letter, please print on your organization's letterhead*, sign, attach a copy of your bylaws/charter and deliver to any EFCU branch or mail to:

Attn: Membership & Community Development
Eglin Federal Credit Union
838 Eglin Parkway NE
Fort Walton Beach, FL 32547

If you wish to compose your own letter it must meet the following criteria:

- Be on official letterhead*
- Addressed to our Board of Directors
- Request that EFCU provide financial services to your members/employees
- State the legal name of the association and the year it was established
- State the physical address of the work/meeting location(s)
- State the number of employees/members
- State the proximity to EFCU's nearest full service branch
- Include a copy of the current signed and dated bylaws/charter, ensuring they meet all EFCU and NCUA guidelines
- Signed by an authorized representative
- State the signing representative's title and contact information

Please note: If you use the attached letter template on [page 2](#), please fill all the fields and print on your organization's letterhead.*

***If your organization does not have a letterhead, please print your organization's name, telephone number, and address in the upper portion of the letter.**

This letter will be submitted to our Board of Directors and the National Credit Union Administration, our government regulatory agency, for approval.

If you have any questions, please call 850.862.0111 and ask to speak with a Membership and Community Development Representative.

____/____/____

Board of Directors
Eglin Federal Credit Union
838 Eglin Parkway NE
Fort Walton Beach, FL 32547-2781

Dear Sirs:

_____ would like to be included in the field of membership of Eglin Federal Credit Union so our members and/or employees can enjoy the services and benefits of the Credit Union.

_____ was established in _____. We currently have _____ employees/members. EFCU can offer our local employees/members a full array of services including ATMs, online account access, direct deposit, 24-hour telephone access, mortgages, checking accounts, auto loans and other sophisticated services. Eglin Federal Credit Union has a full service branch within _____ miles of our office/meeting site located at _____, as well as in the communities where our members live.

Attached is a copy of our bylaws/charter. Your favorable consideration of our request would be appreciated.

Sincerely,