



September 1st, 2022

To Whom it May Concern:

This letter is to confirm that, effective October 1st, 2022

- **The chapter President is:**
- **The chapter Vice President is:**
- **The chapter Secretary/Treasurer is:**

BNI \_\_\_\_\_ is a BNI Chapter in Eastern Ontario/ Western Quebec. The aforementioned Chapter-Leaders may act as signing authority for their chapter bank account established for the Chapter. This account is to have three account authorization signatures with two of three signatures required to authorize a check. There shall be no ATM privileges for debit transactions.

Each Chapter of BNI operates as a not-for-profit entity as individual membership fees are paid directly to BNI Head Office.

Chapters often need a bank account to help them operate smoothly with regards to other expenses such as payment for meeting space, catering etc. BNI appreciates the service that is provided by financial institutions as it helps our local groups function professionally.

Don't hesitate to contact me directly with any questions you may have.

Sincerely,

*David Casseus*

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