

Business Name Change Letter to Bank

John Smith

Owner

Innovative Solutions Corp

456 Enterprise Ave

Somecity, NY 67890

john.smith@example.com

(555) 987-6543

June 24, 2024

ABC Bank

Main Branch

789 Finance St

Somecity, NY 67890

Subject: Notification of Business Name Change

Dear [Bank Manager's Name],

I am writing to inform you of a change in the name of my business. Below are the details of the business before and after the name change:

Previous Business Name:

- Name: Advanced Tech LLC
- Account Number: 9876543210
- Business Address: 456 Enterprise Ave, Somecity, NY 67890

New Business Name:

- Name: Innovative Solutions Corp
- Business Address: 456 Enterprise Ave, Somecity, NY 67890

Please update your records to reflect this change. Enclosed are copies of the relevant documents supporting this name change, including the amendment filed with the state.

If you require any additional information or documents, please do not hesitate to contact me at (555) 987-6543 or john.smith@example.com.

Thank you for your attention to this matter.

Sincerely,

John Smith

Owner

Innovative Solutions Corp

456 Enterprise Ave

Somecity, NY 67890