

The Manager,  
NCBA Bank Kenya PLC,  
P.O Box 44599 - 00100  
Nairobi.

Date.....

Dear Sir/Madam,

**RE: REQUEST TO OPEN A BUSINESS COLLECTION ACCOUNT**

The above refers.

We wish to open a new collection account in the name of .....  
at NCBA. The Collection account signing mandates will follow the existing current account signing mandates.

Kindly link my company Lipa Na M-Pesa number(s)..... to the Collection account and set up a sweep to our current account number ..... as per below selected frequency.

- { } Daily every end of day
- { } Weekly Every ..... (Weekday)
- { } Biweekly Every ..... (Weekday)
- { } Monthly Every ..... (Date)

Kindly also give current users on online (NCBA internet Banking and Mobile Banking) access to the Collection account.

Thank you.

**Authorized Signatory**

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