



Buncombe County Early College

340 Victoria Road
Asheville, NC 28801
(828) 232-4123

October 19th, 2018

Dear Board Members:

It is our desire to move our current bank account from Sun Trust to First Citizens Bank. The Sun Trust that is closest to our school is closing that branch at the beginning of the new year. First Citizens Bank is within closer proximity to our school than the other Sun Trust branches.

Upon approval of the board, we will open the new account with First Citizens Bank, place the necessary order for checks and deposit slips and begin using that as our primary banking account until all transactions have processed through Sun Trust and then we will complete the final transfer and close our account with Sun Trust.

Thank you for your consideration,

A handwritten signature in black ink that reads 'Donna Lanahan' with a long horizontal line extending to the right.

Dr. Donna Lanahan
Principal