

Date: \_\_\_\_\_

Accounting Manager  
Society of Plastics Engineers  
14 Fairfield Drive  
Brookfield, CT 06801

Fax Number: 203-775-5087

Re: Deposit of Additional funds into Section/Division Investment Program

Dear Accounting Manager,

The SPE \_\_\_\_\_ Section/Division would like to deposit  
\$ \_\_\_\_\_ into their account in the SPE Section/Division Investment  
Program.

We are aware that transmittal of funds in excess of \$10,000.00 will not be made until  
thirty (30) days following receipt of the withdrawal request at SPE Headquarters.

Sincerely,

\_\_\_\_\_  
Authorized Signature (Treasurer)

\_\_\_\_\_  
Authorized Signature (President/Chair)

Either the treasurer or president/chair may sign for withdrawals, but both must sign to  
close the account.