



Your Address
City,
315-555-1234
www.abcd.com
info@abcd.com

(..... /..... / 2018

TO SAFARICOM,
M-PESA BUSINESS,
NAIROBI KENYA.

Dear Team,

REF; M-PESA BUSINESS ADMINISTRATOR CREATION

Kindly create the user below as our nominated M-PESA Business Administrator.

Organization M-PESA Short Code	
Organization Name	
First Name	
Middle Name(Not Mandatory)	
Last Name	
Preferred Username	
ID Type (Either Passport ,national ID etc.,)	
ID Number	
Nationality	
Date of Birth	
E-Mail Address	
Phone Number	

Authorised Signatory

Name.....

Date.....Sign.....

Authorised Signatory

Name.....

Date.....Sign.....