

Application for Increase

Date

Licensing Manager or Examiner-in-charge, District
Comptroller of the Currency
Address
City, State, ZIP Code

Re: Investment in Bank Premises, Bank Charter Number

Dear Licensing Manager or Examiner:

We (*bank name*) request approval for an additional investment in bank premises (or *the specified amount for bank premises*) of \$(*amount*). This investment will be made to (*describe business purpose or strategy*).

Our present total investment in bank premises is \$(*amount*), representing (*amount*) percent of our capital stock. After the investment, this percentage will be (*amount*). (*Specify any dollar amount requested, its reasonableness to the business reason, and provide the percentage such amount represents to capital stock, surplus, and undivided profits.*)

[Describe this additional investment's effect will have on the bank's condition and earnings, if significant.]

The transaction does (does not) involve a bank insider. (*If the transaction involves a bank insider, describe how the bank determined the fairness of the terms.*)

We anticipate settlement on this investment on (date), and we would appreciate action on this request by (date). If you have any questions, contact (*name, address, city, state, ZIP Code*) at (*telephone number*)(*FAX number*).

Sincerely,

☐Signature☐

Name and Title

Enclosure