

## Notice: Par Value Change

Date

Licensing Manager, District  
Comptroller of the Currency  
Street Address  
City, State, ZIP Code

Re: Change in Par Value

Dear Licensing Manager:

The (name of bank and charter number) notifies you according to 12 CFR 5.46 that its capital structure has changed.

The changes were made in the outstanding (common/preferred) stock of this bank, as of (date), according to the provisions of its Articles of Association.

The change of the (common/preferred) stock of the (name of bank) from \$ (amount) to \$ (amount) was accomplished by (increasing/decreasing) the par value from \$ (amount) to \$ (amount) per share with an offsetting (decrease/increase) in capital surplus of \$ (amount). Upon (certification/authorization) of the Comptroller of the Currency of the change in capital stock, the change will be reflected on the bank's records.

The resulting capital structure will comply with all statutory minimum capital requirements, including 12 USC 51 (capital requirements), 12 USC 371d (investment in bank premises), and 12 CFR 6 (prompt corrective action).

(If necessary) The bank (has prepared/will prepare) proxy materials under 12 CFR 11 and (has filed/will file) such proxy materials with the Securities and Corporate Practices Division.

I hereby certify that (name of bank)'s shareholders approved this change in capital structure according to law, regulations, and this bank's Articles of Association. A secretary's certificate of shareholder approval and a certified copy of the change in the Articles of Association are attached.

I hereby declare that the changes in the (name of bank)'s capital structure comply fully with all applicable laws and regulations.

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President, Vice President, or Cashier

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ , \_\_\_\_\_.

State of \_\_\_\_\_

County of \_\_\_\_\_

(SEAL OF NOTARY)

\_\_\_\_\_  
Notary Public

If you have questions, please contact (name, address, city, state, ZIP Code) at (telephone and FAX number).

Sincerely,

Signature

Name and Title

Enclosures

Amendment to the Articles of Association (*If applicable*)  
Secretary's Certificate