

# Final Branch Closing, Consolidation, Relocation, or Downgrade Notice

Date

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

Re: Final Branch Closing, Consolidation, Relocation, or Downgrade Notice, CAIS  
Control Number

Dear Licensing Manager:

On (effective date), the (national bank title, address, and charter number), (closed, consolidated, relocated or downgraded) its branch at (location), popularly known as (branch popular name) and authorized by the Comptroller of the Currency (OCC) as branch number A - .

***[For consolidations]***

This branch was consolidated with our branch at (location), popularly known as (branch popular name) and authorized by the Comptroller of the Currency (OCC) as branch number A - .

***[For consolidations or short distance relocations]***

The consolidation (or short distance relocation) of those branches complies with the requirements of the Joint Policy Statement on Branch Closing Notices and Policies, issued September 21, 1993 and meets the distance requirements of 12 CFR 5.3(l). The branches are located in the same neighborhood, and the nature of the business or the customers served is not affected and meets the short distance requirements in 12 CFR 5.

***[For branch closings and downgrades]***

A 90-day advance notice of proposed branch closing was submitted on (date).

The original OCC authorization letter or branch certificate or a copy of the original is enclosed for cancellation, indicating the branch closed, if the original letter contained multiple authorizations.

Sincerely,

Signature

Name and Title

Enclosure