

Conversion Notice

Date

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

Re: Termination Involving a Conversion

Dear Licensing Manager:

The (name of bank) will become (name of state bank or federal savings association), a (state-chartered bank or federal savings association), on (date). As secretary of (name of national bank), located in (city and state), I certify that the provisions of all applicable laws and regulations have been satisfied, and the following have been completed:

- G** A majority of the entire board of directors voted on (date) to approve the plan to convert to a (state bank or federal savings association).
- G** Publication requirements for the shareholders' meeting were met.
- G** Shareholders of at least two-thirds of the outstanding voting stock, voted on (date) to approve the plan to convert to a (state bank or federal savings association).
- G** Dissenting shareholders were notified of their rights under 12 USC 214a. [or "There were no dissenting shareholders."]
- G** The (appropriate regulatory agency) approved the conversion, which was/will be effective on (date). The new title is (name). The total assets of the bank at this time will be \$ (in thousands).
- G** All OCC reports of examination, and any related correspondence, have been shredded or returned.
- G** Enclosed are:
 - G** Charter certificate.
 - G** Branch authorization(s).
 - G** Trust permit.

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

Sincerely,

Signature

President or Cashier

[SEAL]

Enclosures