

Certification Letter for Main Office Relocation

[OCC LOGO]

Date

Name of Representative
Name of Bank
Address
City, State, ZIP Code

Re: Application Description, CAIS Control Number

Dear Mr./Ms. (Name):

This letter is the official certification of the Comptroller of the Currency given to (name of bank, city, state), charter no. (number), to change the location of its main office from (present address) to (new address) effective _____ (date)_____.

Sincerely,

—Signature—

Name and Title

cc: Official File
Congressional Liaison (if applicable)