

Cover Letter for a Relocation Application

Date

Director for District Licensing
Northeastern District
Comptroller of the Currency
340 Madison Avenue, Fifth Floor
New York, New York 10017-4613

Dear Director:

We request approval to relocate our (*federal branch/limited federal branch/federal agency*), license number _____, from (*current location*) to (*proposed location*). Our counsel has advised us that the relocation is not in contravention of applicable federal or state laws. **[If required]** A legal opinion is enclosed.

Legal notice of this application (*is being/has been*) published. A copy of the notice and newspaper certification (*will be forwarded/is enclosed*).

Enclosed is the relocation application and a check payable to the Comptroller of the Currency for the required application fee. You may contact (*representative's name*) at the address, telephone number, or e-mail address listed in the application.

Sincerely,

(Signature)

(Typed name of foreign bank representative)

(Typed title of foreign bank representative)

Enclosures