

Technically Complete Notice

[OCC LOGO]

Date

Name of Acquiring Party
Address
City, State, ZIP Code

Re: Description of Notice, CAIS Number

Dear Mr. or Ms. (Name):

Your Notice of Change in Bank Control, involving (bank's name), was received by the Comptroller of the Currency (OCC) on (date). It is technically complete as of (*date*). We have not reviewed the notice for substantive content. Should our subsequent review of the proposed acquisition require additional information, you will be notified promptly.

The OCC will render a decision of its intent not to disapprove or of disapproval on or before (*insert date 60 days after technically complete date*) unless, due to a requirement for additional information, the time period for a decision is extended. Your proposed change in bank control may not be consummated prior to that date.

[Insert the following paragraph for after-the-fact filings, if appropriate.]

The Change in Bank Control Act of 1978 was enacted to prevent the change in control of a national bank through the acquisition of stock without prior notice to the OCC. Therefore, it is the position of the OCC that you may not exercise shareholder rights for the number of shares now held by you that equal 10 percent or more of the issued and outstanding stock of the bank without first receiving the OCC's letter of no objection to your ownership of those shares.

If you have questions, contact (*name*) at (*telephone number or e-mail address*).

Sincerely,

—Signature—

Name and Title

cc: Official File