

Application for Increase – Bank Premises

Date

Examiner-in-charge, District
Comptroller of the Currency
Address
City, State, Zip Code

Re: Investment in Bank Premises, Bank Charter Number

Dear Examiner-in-charge:

We (bank name) request approval for an additional investment in bank premises (**or the specified amount for bank premises**) of \$(amount). This investment will be made to (*describe business purpose or strategy*).

Our present total investment in bank premises is \$(amount), representing (amount) percent of our capital stock. After the investment, this percentage will be (amount). (*Specify any dollar amount requested, its reasonableness to the business reason, and provide the percentage such amount represents to capital stock, surplus, and undivided profits.*)

[Describe this additional investment's effect on the bank's condition and earnings, if significant.]

The transaction does (does not) involve a bank insider. (*If the transaction involves a bank insider, describe how the bank determined the fairness of the terms.*)

We have enclosed a check payable to the Comptroller of the Currency for the filing fee in accordance with the current annual "Notice of the Comptroller of the Currency Fees."

We anticipate settlement on this investment on (date), and we would appreciate action on this request by (date).

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

Sincerely,

-Signature-

Name and Title

Enclosure