

Form 6300 – Merger Plan Document Checklist

Application and Merger Plan Documents

Submit the following documents as part of the application and initial merger plan. The IDCU will review these items prior to granting preliminary approval.

- Form 6301— Merger Application
- Form 6302 — Resolution of Continuing Board
- Form 6303 — Resolution of Merging Board
- Form 6304 — Merger Agreement (proposed)
- Form 6305 — Notice of Special Meeting (proposed); attach any letter to membership accompanying the notice.
- Form 6306 — Ballot for Merger (proposed)
- Continuing Credit Union Financial Statement
- Merging Credit Union Financial Statement
- Form 6310 — Consolidated Financial Statement
- Form 6311 — Continuing Credit Union Share Ratio
- Form 6312 — Merging Credit Union Share Ratio
- Form 6313 — Combined Share Ratio
- Confidentiality Agreement from IDCU website.
- Certification of No Non-Disclosed Merger-Related Financial Arrangements.
- Continuing Credit Union Delinquency Summary
- Merging Credit Union Delinquency Summary
- Current analysis of the adequacy of the Allowance for Loan & Lease Losses Account
- Board minutes that reference the merger for the merging and continuing credit union (24 months before the credit unions approved the merger plan).
- Copies of the merging and continuing credit unions' fields of membership.

Member Communication

After completion of the above, your merger plan is ready to submit to the Credit Union Division. After receiving preliminary approval from the Division and NCUA, you may schedule your membership meeting. Submit the following documents to the Division at least fifteen days prior to sending the meeting notice and ballot to members.

- Form 6305—Notice of Meeting (actual)
- Form 6306—Ballot for Merger (actual)
- Any communication, with regard to the merger, to members including comparable loan and deposit rates and any added or discontinued services.

Completion

After the completion of the membership vote, submit the following documents for completion of merger.

- Form 6304—Completed Merger Agreement
- Form 6308—Certification of Vote
- Form 6309—Certification of Completion
- Form 6310—Consolidated Financial Statement
- Bonding Company's Letter of Consent to Extend Coverage
- Continuing Credit Union Financial Statement
- Merging Credit Union Financial Statement
- Merging Credit Union's NCUA/Iowa Insurance Certificates