
APPLICATION TO ESTABLISH A BRANCH OFFICE

Date:

Name of credit union:

Principal Office Address:

1. Proposed effective date of branch office:
2. Proposed office address:
3. Distance from principal office:
4. Member Information
 - a. Current number of members:
 - b. Potential members:
 - c. Estimated number of members that will use branch facility:
5. Current level of fixed assets as a percentage of total assets:
6. Estimated level of fixed assets after branch acquisition:
7. Anticipated revenue projections:
8. Total estimated site and structure cost:
9. Estimated total monthly operating costs such as telephone, utilities, supplies; depreciation of building, furniture, fixtures and equipment:
10. Estimated total monthly increase in salaries to operate an office:
11. Number of staff required to operate branch facility:
 - a. Current employee transfers:
 - b. New hire(s):
12. Describe security measures:

13. Planned hours of operation:

14. Services to be offered:

15. Statement of contributing factors considered by management to be in support of the establishment of the proposed branch office:

16. Form completed by:

17. Certification:

We hereby certify and declare that the information included in this application and all attachments to be true and correct to the best of our knowledge and belief. We agree to comply with the provisions of all laws and rules promulgated by the Credit Union Division applicable to branch offices.

Signed for the Board of Directors: _____

Chairperson/Vice Chairperson

Date

APPROVED

DENIED

Superintendent

Credit Union Division