

Date: [Insert Date]

To: [Insert Name of Regulatory Body/Authority]

Address: [Insert Address]

Subject: Letter of Agreement and Sign-Off - Revised Banking Code of Conduct

Dear [Insert Contact Name or Department],

This letter serves as formal notification that **[Insert Bank/Institution Name]** has completed a comprehensive review of the **Revised Banking Code of Conduct** issued on [Insert Issue Date].

We hereby confirm our formal agreement to adhere to the standards, ethical principles, and operational requirements set forth in the revised version. By signing this document, our institution commits to the following:

- Full implementation of the updated guidelines within our internal policies.
- Communication and training for all relevant staff regarding the changes.
- Ongoing compliance monitoring to ensure the fair treatment of customers and market integrity.

This sign-off has been approved by the Board of Directors and Senior Management of [Insert Bank/Institution Name].

We understand that compliance with this Code is essential for maintaining our standing within the banking industry and ensuring public trust.

Sincerely,

Authorized Signature

Name: [Insert Name]

Title: [Insert Title, e.g., Chief Executive Officer / Compliance Officer]

Organization: [Insert Bank Name]

Date: [Insert Date of Signing]