

[Your Name/Organization Name]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]
[Date]

[Name of Appropriate Federal Banking Agency]
[Department of Supervision]
[Address Line 1]
[Address Line 2]
[City, State, Zip Code]

RE: Notice of Change in Bank Control - [Name of Target Financial Institution]

To the Director of Supervision,

In accordance with the Change in Bank Control Act (12 U.S.C. § 1817(j)) and the implementing regulations of [Agency Name, e.g., the Federal Reserve/OCC/FDIC], the undersigned (the "Notificant") hereby submits this initial notice of a proposed acquisition of control of [Name of Bank or Holding Company], located in [City, State].

The proposed transaction involves the acquisition of [Percentage]% of the voting shares of [Name of Bank or Holding Company]. Following the consummation of this transaction, the Notificant will directly or indirectly own, control, or hold with power to vote [Total Percentage]% of the outstanding voting shares.

The following information is provided as part of this initial notice:

- **Identity of the Acquiror:** [Full Legal Name and Background of the Individual or Entity]
- **Terms and Conditions:** [Brief Description of the Purchase Agreement and Consideration]
- **Source of Funds:** [Description of Funds used for Acquisition]
- **Future Plans:** [Statement regarding any proposed changes to the board, management, or corporate structure]

The Notificant is currently preparing the Interagency Notice of Change in Control and the Interagency Biographical and Financial Report for all required parties. These formal documents, along with the required processing fee, will be submitted to your office shortly.

Please contact [Name of Contact Person] at [Phone Number] or [Email Address] if you require additional information or have any preliminary questions regarding this notice.

Sincerely,

[Signature]

[Printed Name of Notificant/Authorized Representative]

[Title]