

# Notice of Debt Issuance

Date

Director for District Licensing  
Comptroller of the Currency  
Street Address  
City, State, Zip Code

Re: Notice of Issuance of Subordinated Debt  
**(If applicable)** CAIS Control Number

Dear Director:

This will notify you that as of *(date)*, *(name of bank and charter number)* issued subordinated debentures in the amount of \$ *(amount)*, bearing an interest rate of *(number)* percent, and maturing *(date)*. I certify that the funds have been fully paid in (in cash, and not in promissory notes or other evidences of debt)<sup>1</sup> as of *(date)*. The issue complies with all regulatory and legal requirements and meets the Comptroller of the Currency's (OCC) requirements for such issues. A copy of the note form and agreement are enclosed.

**(If applicable)** The OCC declared effective the registration statement and any amendment on *(date)*.

**(If applicable)** The subordinated debt *(was, was not)* sold to another bank. (If it was sold to another bank, include the name and location of the purchasing bank(s)).

*(If the increase results in a change in the bank's capital category under 12 USC 1831o and 12 CFR 6, insert the following sentences.)* The sale of subordinated debt resulted in the bank's capital category under 12 USC 1831o and 12 CFR 6 changing from (former capital category) to (new capital category). As a result, under 12 CFR 32.4(a)(2), the bank's legal lending limit and other statutory limits changed on *(date)*.

If you have questions, contact *(name, address, city, state, ZIP Code)* at *(telephone number)* or *(e-mail address)*.

Sincerely,

*-Signature-*  
*Name and Title*

\_\_\_\_\_  
President, Vice President, or Cashier

Enclosure(s): Note Form and Agreement

<sup>1</sup> This phrase should be eliminated when payment is made by other than cash or cash equivalent; that is, property, or when the issuing bank loans or advances the funds to purchase the issuance to the purchasers.