

## INTRODUCTION

If you represent a bank or other interested party that is a stakeholder in a bank-related activity that you believe qualifies under CRA, you may use this form to request the OCC's review to verify qualification. This form is designed to accept information on only one activity. Confirmation of an activity for CRA purposes is not a determination of legal permissibility, and the OCC reserves the right to separately determine whether an activity is legally permissible. If you represent a financial institution, you must ensure that the activity is legally permissible before engaging in it. **You must submit a separate form for each activity** for the OCC's review.

To submit your request by email, download the Qualifying Activity Confirmation Request Form to your computer, complete the fillable form electronically, and include supporting documentation as attachments where indicated in the form. Complete the required fields before submitting the form. Save the completed form and email to [AEMProcess\\_PROD@occ.treas.gov](mailto:AEMProcess_PROD@occ.treas.gov). Do not submit more than one form per email, and do not include separate attachments in the email. Attachments must be added where indicated in the form.

Alternatively, you may download the Qualifying Activity Confirmation Request Form to your computer, print the form, and submit the completed form by mail, along with any attachments, to the following address: Office of the Comptroller of the Currency, Attention: Compliance Risk Policy, QA Submission Processing Unit, 400 7th St. SW, Washington, DC 20219. Forms mailed via postal service may delay receipt and processing of your submission. The OCC considers forms received when they are received and processed by the Qualifying Activities Submission processing unit. The OCC will review and determine qualification of one activity per form.

Before filling out the form, review the [CRA Illustrative List of Qualifying Activities](https://occ.gov/topics/consumers-and-communities/cra/cra-illustrative-list-of-qualifying-activities.pdf) or copy this URL into your browser: <https://occ.gov/topics/consumers-and-communities/cra/cra-illustrative-list-of-qualifying-activities.pdf> to open the document and find the example that **best** describes the activity. The list is not exhaustive and does not include every possible example of a qualifying activity. If you find an example that is similar to your activity and the activity was conducted during the period beginning October 1, 2020 through December 31, 2021, you do **not** need to submit this form. If you do **not** find an example that is similar to your activity or if the activity was conducted prior to October 1, 2020 or after December 31, 2021, you **may** submit this request. Please provide a brief description of the activity where indicated in the form that the OCC could use as the example for the CRA Illustrative List of Qualifying Activities. You may provide additional supporting information to supplement a submission.

- ☐ 2021 Rule (Activity conducted prior to 10/01/2020 or after 12/31/2021)
- ☐ 2020 Rule (Activity conducted 10/01/2020 through 12/31/2021)

## EXAMPLE ON CRA ILLUSTRATIVE LIST OF QUALIFYING ACTIVITIES

For the rule citation that **best** describes the activity, please refer to the [CRA Illustrative List of Qualifying Activities](https://occ.gov/topics/consumers-and-communities/cra/cra-illustrative-list-of-qualifying-activities.pdf) or copy this URL into your browser: <https://occ.gov/topics/consumers-and-communities/cra/cra-illustrative-list-of-qualifying-activities.pdf>. This list includes examples of qualifying activities for each section of the rule. The list is not exhaustive and does not necessarily include every possible example of a qualifying activity.

- ☐ The CRA Illustrative List of Qualifying Activities contains an example that is similar to this activity Reference number for one example on the CRA Illustrative List of Qualifying Activities that is most similar to the activity

- ☐ The activity qualifies under the section of the rule indicated above, but no example on the CRA Illustrative List of Qualifying Activities is similar to this activity

**ACTIVITY DETAILS**

Indicate whether the review is requested by or on behalf of a national bank or federal savings association (OCC bank), or another interested party. If an OCC bank requests the review, please provide the OCC charter number(s) and official bank name. Otherwise, provide the name of the interested party requesting the review.

- ☐ National bank or federal savings association
- ☐ Other interested party

OCC charter number (if applicable)

Bank or other interested party's name

Provide a title or short description of your activity. The OCC's decision on qualification will be published under this description. The OCC may need to edit this information for publication; if this information provided is changed, you will be notified with the final decision.

maximum characters 120

Provide supporting information about the activity that the OCC may use to determine whether the activity qualifies. You may provide a detailed description of the activity, relevant internet references, or any other information that demonstrate that the activity qualifies. You may attach your documents, subject to size and content restrictions.

maximum characters 3000

Before attaching additional documentation, you must provide information about your activity in the box above. If you attach supporting documentation, please explain in the box what is in the attached files.

**Attach Files**

Banks may designate information as confidential or request confidential treatment. The OCC will treat confidential commercial information submitted to the agency in accordance with 12 CFR 4.16 consistent with *Food Marketing Institute v. Argus Leader Media*, 139 S.Ct. 2356, 2363 (2019), and applicable guidance issued by the U.S. Department of Justice at <https://www.justice.gov/oip/step-step-guide-determining-if-commercial-or-financial-information-obtained-person-confidential>.

- ☐ Please indicate if any of the information contained in this request (on the form or in attachments) should be considered confidential material.
- ☐ Please indicate if this request is similar or related to another activity you have previously submitted to the OCC for review. Please provide the previous request submission number(s) in the space provided.
- ☐ This activity is similar to another activity that the OCC has reviewed. (Please explain how the activities are related in the Activity Details section above)



- ☐ This activity has been reviewed by the OCC. This request includes new information that may impact the OCC's decision on qualification for CRA.
- ☐ This activity was reviewed by the OCC with *the decision that this activity did NOT qualify under CRA*. This request includes new information that may affect the OCC's decision on qualification for CRA.

Related request submission number(s)

## CONTACT INFORMATION

Name

Organization

Phone number

Email address

Address line 1

Address line 2

City

State

Zip code

## **SUBMITTING THE FORM**

*If you are completing the form electronically, please validate your answers before submitting the form. This will help ensure you have provided the information required for the OCC to process your confirmation request. After clicking on the "Validate" button below, review the form and you will find that required fields are now shaded. Note that changing or adding some information may change the information that may be required, so validate your answers and review the form again for any changes you make. If all required information has been provided, you will be prompted to save the form.*

Validate

**To submit your form electronically:**

Save this form and attach the saved PDF form to an email addressed to [AEMProcess\\_PROD@occ.treas.gov](mailto:AEMProcess_PROD@occ.treas.gov). Do not attach files other than the PDF form file to this email.

**To submit your form by mail:**

*If you cannot submit the form by email, you may submit by mail to:*

Office of the Comptroller of the Currency  
Attention: Compliance Risk Policy, QA Submission Processing Unit  
400 7th St. SW,  
Washington, DC 20219

*Forms received by email and postal mail will be processed by the OCC during regular business hours Monday through Friday (excluding federal holidays), between 8 am and 5 pm ET.*