



Market Square Plaza | 17 N Second Street
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TO: BOARD OF DIRECTORS/TRUSTEES

RE: 2018 ANNUAL AUDIT REPORT

This communication is a reminder to you that Section 1407(a) and (c) of the Banking Code of 1965 (the "Code") requires all state-chartered banks, bank and trust companies, savings banks, and trust companies to have either an annual audit prepared by a certified public accountant or a system of internal controls approved by the Pennsylvania Department of Banking and Securities (the "Department"). Further, under Section 1407(b) of the Code, a report of the annual audit, signed by the certified public accountant, or an annual summary report prepared by the auditor or comptroller of the institution must be filed with the Department. A signed copy of this report must also be provided to the Board and kept in the files of the institution.

Please submit **ONE ELECTRONIC COPY** of the 2018 annual audit report with opinion letter, any supporting financials (i.e., Financial Statements, Form 10-K), and if applicable, management letter and management's response, to the appropriate recipient as noted below.

BANKS, BANK & TRUST COMPANIES, and SAVINGS BANKS: Resource Account – RA-BNDepAnnualAuditR@pa.gov

TRUST COMPANIES: Resource Account – BNTrustAudit@pa.gov

If you are unable to provide an electronic copy, please furnish one hard copy of all requested documentation to our office, Pennsylvania Department of Banking and Securities, Attention: Sheila I. Hughes, Market Square Plaza, 17 North Second Street, Suite 1300, Harrisburg, PA 17101.

Sincerely,

Wendy S. Spicher, Deputy Secretary for
Depository Institutions

WSS/sih