**APPLICATION FOR CONVERSION INTO A SAVINGS BANK**

(Date):

**TO THE SECRETARY OF BANKING AND SECURITIES:**

Name of the Institution:

located at (Please provide complete address):

requests approval of the Department of Banking and Securities, as required under the provisions and in conformity with the requirements of Section 1609 of the Banking Code of 1965, to convert to a Savings Bank and operate under the name of:

In support of this request, the following information is submitted:

1. **Branches** (List every branch to be operated by the Applicant and give the exact location of each. Attach separate page if necessary.)

2. Set forth below a brief statement giving the reason(s) for taking this corporate action.

3. In the event the Department determines a preconversion review/visitation is necessary

as part of the application process, the institution agrees to payment of reasonable fees

associated with such preconversion review/visitation imposed by the Department. Such fees

could be in addition to the normal application fee for such a conversion. In such a case, the

application will not be considered complete until the preconversion review/visitation is

completed and results are finalized.

# Certificate of Official of Applicant Federal Savings Bank

I (Name & Title):

do hereby certify the information contained herein and in the attachments hereto is true and correct to the best of my knowledge and belief.

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**INSTRUCTIONS**

1. Two (2) copies of the application shall be completed and submitted to the Department of Banking and Securities.

2. The Application shall be accompanied by:

1. Articles of Conversion.
2. A draft of the revised bylaws for the savings bank. A sample is available for your information and guidance on the Department’s Web site.

(c) Evidence of reservation in the Department of State of the name of the resulting institution.

(d) A check in the amount of $5,000.00, payable to the Department of Banking and Securities, to cover the cost of filing the Application, with a .pdf copy sent to [ra-bnbanksupervision@pa.gov](mailto:ra-bnbanksupervision@pa.gov).

(e) A check in the amount of $70.00, payable to the Department of State - filing fee for the Articles of Conversion, with a .pdf copy sent to [ra-bnbanksupervision@pa.gov](mailto:ra-bnbanksupervision@pa.gov).

3. The Articles of Conversion shall be signed by two duly authorized officers of the Federal Savings Association under its seal and shall contain:

(a) Its name and the name of the resulting Savings Bank.

(b) The location and post office address of its principal place of business.

(c) The votes by which the Plan of Conversion was adopted and the time, place and notice of each meeting in connection with such adoption.

(d) The names and addresses of the first trustees of the resulting Savings Bank.

(e) The provisions required in the articles of incorporation of a new savings bank as detailed in Section 1004 of the Banking Code of 1965.

(f) The Plan of Conversion.

4. Advertisement

The Federal Savings Association shall advertise its intention to deliver, or the delivery of, Articles of Conversion pursuant to the provisions of Section 1609 and in accordance with Section 109 of the Banking Code of 1965.

1. A .pdf copy of the Proofs of Publication must be forwarded, as soon as available, to the Department of Banking and Securities at [ra-bnbanksupervision@pa.gov](mailto:ra-bnbanksupervision@pa.gov) to become a part of the Application file.

5. Approval of Federal Supervisory Agency

The applicant Federal Savings Association must contact the Office of the Comptroller of Currency (“OCC”) to ensure all requirements of its current chartering agency are satisfied with respect to the conversion to a state-chartered savings bank.

The laws of the United States provide that a Federal Savings Association converting to a Pennsylvania Savings Bank under the Banking Code shall continue as an insured institution but notification of the desired action must be made to the Federal Deposit Insurance Corporation.

If the converting Federal Savings Association desires to be a member of the Federal Reserve System in conjunction with the conversion, a formal application must be made to the Federal Reserve Bank for a membership as a State-member savings bank.

Copies of correspondence conducted with the appropriate Federal Agency should be provided the Department of Banking and Securities but any forms required to be completed need not be duplicated, as copies will be provided this Department by the Agency.

**APPLICATION FOR APPROVAL**

**TO CONVERT TO A PENNSYLVANIA STATE-CHARTEREDSAVINGS BANK**

**Notice to be Published in a Newspaper of General Circulation and a Legal Newspaper**

**NOTICE OF FILING AN APPLICATION**

**Notice is hereby given that on [Date], [Name of Applicant Institution], with its principal place of business located at [Address, County], filed with the Pennsylvania Department of Banking and Securities, pursuant to Section 1609 of the Banking Code of 1965, as amended, an application for approval to convert from a Federal Savings Association to a Pennsylvania state-chartered Savings Bank.**

**The corporate title of the resulting institution will be [Name of Resulting Institution].**

**All interested persons may file comments regarding this application with the Pennsylvania Department of Banking and Securities, Bureau of Bank Supervision, at** [**ra-bnbnksbmssnsppt@pa.gov**](mailto:ra-bnbnksbmssnsppt@pa.gov)**.**

**In order to be considered, comments regarding this application must be received by the Department of Banking and Securities no later than thirty (30) days after the date that notice of the filing of this application is published in the *Pennsylvania Bulletin*.  Publication in the *Pennsylvania Bulletin* may or may not appear contemporaneously with this notice. Please check the *Pennsylvania Bulletin* Web site at** [**www.pabulletin.com**](http://www.pabulletin.com/) **to determine the due date for filing comments.**