

APPLICATION FOR AUTHORITY
TO ESTABLISH AN OKLAHOMA
STATE-CHARTERED CREDIT UNION

(Title 6 O.S. § 2002)
(O.A.C. § 180:10-3-1)



OKLAHOMA STATE BANKING DEPARTMENT
2900 N. LINCOLN BLVD.
OKLAHOMA CITY, OKLAHOMA 73105

Name of Applicant _____

Address (Main Office) _____
Street City State Zip

Date of Application _____

*REQUESTS FOR ADDITIONAL INFORMATION OR OTHER COMMUNICATIONS
ABOUT THIS APPLICATION SHOULD BE DIRECTED TO:*

Name _____ Title _____

Address _____
Street City State Zip

Telephone No. () _____ E-mail Address _____

The following named institution (in organization) (the "Institution") hereby submits this Application to be considered by the Oklahoma State Banking Commissioner and the Oklahoma State Credit Union Board for the purpose of establishing an Oklahoma state-chartered credit union.

1. Name of Proposed Institution: _____

2. Place of Business: _____
Street City State Zip

3. Field of Membership (check one):

- Single Common Bond Multiple Common Bond Community

If the Institution will have a community field of membership, complete the attached "Community Field of Membership Designation" regarding the proposed community.

If the Institution's field of membership will be single common bond or multiple common bond, describe any known overlap between the proposed field of membership of the Institution and any other credit union operating within the state of Oklahoma.

4. Will the Institution have a minimum of 500 prospective members among its proposed field of membership? Yes. No.

5. Provide the names of the following proposed officers. Each person identified must complete the Banking Department's Biographical and Financial Report to be submitted with this Application.

President/Managing Officer: _____

Cashier: _____

Chief Credit Officer: _____

Chief Operations Officer: _____

Bank Secrecy Act Officer: _____

Information Technology Officer: _____

Compliance Officer: _____

6. List all proposed directors of the Institution (there must be at least 7 directors). Attach additional page if necessary. Each member of the board of directors must complete the Banking Department's Biographical and Financial Report to be submitted with this Application.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

7. List proposed members of the Institution's supervisory committee. Attach additional page if necessary. Each member of the supervisory committee must complete the Banking Department's Biographical and Financial Report to be submitted with this Application.

_____	_____
_____	_____
_____	_____

8. Will the Institution be sponsored by an organization or company? Yes. No. If yes, describe all services and support provided by the sponsor (*for example*: office space, personnel, payroll services, security, IT services, *etc.*)

9. Premises to be Occupied by the Institution: Attach a detailed description of the premises, including dimensions of the lot and building, number of parking spaces, number of teller's stations, type of building construction and details of building interior. Also indicate whether premises is an existing structure or a proposed structure.

10. If the premises will be owned by the Institution, provide the following information:

Cost of the premises: \$ _____ Appraised value of premises: \$ _____

Terms of any Financing of the Purchase: Principal amount of loan: \$ _____

Amount of monthly payment: \$ _____ Maturity date of loan: _____

Will the cost of the premises exceed the limitation in Title 6 Okla. Stat. § 2006 (*i.e.*, book value of premises cannot exceed 7% of the Institution's total assets)? Yes. No.

11. If the premises will be leased by the Institution, provide the following information:

Name of the owner of the premises: _____

Telephone number of owner: _____ Email address of owner: _____

Monthly Rental: \$ _____ Term of the Lease: _____ Number of Renewal Options: _____

Attach a copy of any lease and option agreement. If no formal lease has been entered into, outline below the organizers' plans for providing a banking house and how they plan to arrive at the terms and conditions of a future feasible lease agreement.

12. Are any architects, real estate brokers, sellers or lessors of land, buildings, or equipment directly or indirectly associated with Applicant as a proposed director, officer, or committee member (or a related interest of such person)? Yes. No. (If yes, attach evidence of the reasonableness of the transaction(s) with such persons, including copies of bids, independent appraisals, and/or other supporting evidence.)

13. Attach a comprehensive business plan for the Institution. The business plan must include, at a minimum, a detailed explanation of the following:

- a. Types of loan products that will be offered (including whether the Institution will offer sub-prime loan products);
- b. Types of deposit products that will be offered, with proposed dividends and rates of interest to be offered;
- c. Whether the Institution will offer online transactions;
- d. Whether the Institution will utilize a credit manager or credit committee;
- e. The source(s) of capital and how the Institution will initially fund its operational expenses (including expenses associated with premises, salaries, vendors, day-to-day operations, etc.);
- f. The projected quarterly growth of the Institution during the first 3 years;
- g. Identity of any vendors that will be used by the Institution;
- h. An explanation of how the Institution will fund its liquidity needs;
- i. A marketing plan for the Institution;
- j. An opening day pro forma and a three-year balance sheet and income and expense statement for the proposed Institution that reflects the asset, liability, and capital projections. (Note, average balances, rather than year-end estimates, should be used. Average balances may be computed by projecting monthly or quarterly account balances and averaging for the appropriate number of periods used.);
- k. An estimate of the percentage of loan and deposit volume that can reasonably be expected by the proposed Institution over the first three-year period;
- l. Include the following policies:
 - i. Loan Policy;
 - ii. Liquidity and Funding Policy
 - iii. Asset and Liability Management Policy
 - iv. Capital Plan
 - v. Investment Policy
 - vi. Information Technology Policy

14. Attach a proposed Certificate of Incorporation for the Institution. Applicant may utilize the sample form of Certificate of Incorporation found on the Oklahoma Banking Department's website. The Certificate of Incorporation must include:
- a. the name of the credit union;
 - b. the location of the proposed credit union and the territory in which it will operate;
 - c. the purpose for which it is formed;
 - d. the term for which it is to exist, which must be perpetual;
 - e. the number of its directors or trustees and the names and addresses of such of them as shall serve until the election of directors or trustees;
 - f. the par value of the shares, which shall not exceed \$100.00 each; and
 - g. the capital stock of the corporation.
15. Attach proposed bylaws for the Institution. Applicant may utilize the sample form of credit union bylaws found on the Oklahoma Banking Department's website. ***NOTE: The sample form should be amended and edited to conform to the actual business operation of the Institution.***
16. By signing below, the Applicant certifies that an application for share/deposit insurance has been submitted to the National Credit Union Administration, and the Institution will obtain share/deposit insurance from the NCUA before accepting accounts. (Attach a copy of the Applicant's application for share/deposit insurance submitted to the NCUA).
17. All proposed members of the Institution's original board of directors must sign the attached Appointment of Agent.
18. On a separate page, provide any additional details or comments pertinent to this Application.

Submit the original and 7 copies of this Application and all attachments, along with a check in the amount of \$500 payable to the "Oklahoma State Banking Department" to:

**Oklahoma State Banking Department
2900 N. Lincoln Blvd.
Oklahoma City, Oklahoma 73105**

Authorized Agent of the Organizers

Printed Name: _____

Signature: _____

Review Criteria

Pursuant to Title 6 Okla. Stat. § 2003 and State Credit Union Board Rule 180:10-3-1, the following criteria will guide the review of this Application by the State Banking Commissioner and State Credit Union Board:

1. The Application, proposed certificate of incorporation, and proposed bylaws must conform to the provisions of the Oklahoma Credit Union Act;
2. The State Banking Commissioner and the State Credit Union Board must be satisfied that:
 - a. the characteristics of the common bond of the field of membership are favorable to the economic viability of the proposed credit union and will not materially and substantially overlap the field of membership of existing credit unions in the territory in which it will operate;
 - b. the reputation, character, financial responsibility, and business experience of the initial board of directors, managing officers, and supervisory committee provide assurance that the credit union's affairs will be properly administered;
 - c. the business plan indicates the proposed credit union will operate in a safe and sound manner; and
 - d. The proposed credit union must be able to maintain sufficient capital to support its operations.

Pursuant to State Credit Union Board Rule 180:10-3-1, a notice of the filing of this Application must be mailed by the Applicant to all Oklahoma credit unions at least ten (10) days prior to the hearing before the State Credit Union Board at which this Application is considered.

Community Field of Membership Designation

1. What is the designation of the proposed community?

Political Subdivision: (describe): _____

Oklahoma Metropolitan Statistical Area (Check the MSA below that will be served)

Enid Lawton Tulsa Oklahoma City

Non-standard community

2. If the proposed community is a political subdivision or non-standard community, what is the total population of the community, and the source of this information?

3. If the proposed community is a *political subdivision*, what are the proposed community boundaries?

4. If the proposed community is a *non-standard community*:

What will be the locations of the credit union's service facilities within the proposed community?

List the daily or weekly newspapers serving the proposed community.

Describe characteristics of the proposed community that show members of the community share a common interest or otherwise interact (attach additional page if necessary).

Attach a map of the geographic boundaries of the proposed community.