

ARTICLES OF AMENDMENT

TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF BANKING AND SECURITIES:

Pursuant to the provisions of the Credit Union Code, 17 Pa. C.S. § 101 et seq., the following named credit union, being desirous of amending its Articles of Incorporation, hereby certifies that:

FIRST, the name and principal place of business of the credit union is

_____.

SECOND, the date of the meeting at which the amendment was adopted is _____.

THIRD, members of the credit union were given notice, as provided by law, of the meeting at which the amendment hereinafter set forth was considered.

FOURTH, there were _____ members present at the meeting at which this amendment was voted upon and approved, which constituted a quorum of the members as provided in the bylaws of the credit union.

FIFTH, the amendment was approved by _____ members, thus constituting at least a majority of the members then present.

SIXTH, the amendment adopted by the members at said meeting is hereinafter set forth in its entirety.

Article ____:

IN WITNESS WHEREOF, the credit union has caused these Articles of Amendment to be signed by its President and Secretary this _____ day of _____, 20_____.

ATTEST: _____ Credit Union

Secretary

President

Unsworn Declaration: I understand by submitting this Articles of Amendment I am agreeing to be bound by the following declaration: "I declare that all of my answers on this Articles of Amendment are complete, true and correct. I make this declaration subject to the Penalties of 18 P.A.C.S section 4904 relating to unsworn falsification to authorities".

COUNTY OF _____)

On this _____ day of _____, 20_____, before me _____,

the undersigned officer, personally appeared _____ and _____,

who acknowledge themselves to be the President and the Secretary, respectively, of

_____ Credit Union (a corporation), and who hereby aver that they, as such officers, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation in their capacities as such corporate officers.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public

[Notarial Seal]

My commission expires: _____

ARTICLES OF AMENDMENT

TO THE COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF BANKING AND SECURITIES:

Pursuant to the provisions of the Credit Union Code, 17 Pa. C.S. § 101 et seq., the following named credit union, being desirous of amending its Articles of Incorporation, hereby certifies that:

FIRST, the name and principal place of business of the credit union is

SECOND, members of the credit union were given notice, as provided by law, of the amendment hereinafter set forth, and the required membership vote was conducted through mail ballot as provided in the bylaws of the credit union.

THIRD, there were _____ ballots mailed to members on _____.

FOURTH, there were _____ valid ballots returned, which constituted a quorum of the members as provided in the bylaws of the credit union.

FIFTH, the amendment was approved by _____ members, thus constituting at least a majority of the members responding by mail ballot.

SIXTH, the date on which the membership vote was certified and the amendment was adopted is

SEVENTH, the amendment adopted by the members is hereinafter set forth in its entirety.

Article _____:

IN WITNESS WHEREOF, the credit union has caused these Articles of Amendment to be signed by its President and Secretary this day _____ of _____, 20 _____.

ATTEST: _____ Credit Union

Secretary

President

Unsworn Declaration: I understand by submitting this Articles of Amendment I am agreeing to be bound by the following declaration: "I declare that all of my answers on this Articles of Amendment are complete, true and correct. I make this declaration subject to the Penalties of 18 P.A.C.S section 4904 relating to unsworn falsification to authorities.

COUNTY OF _____

the undersigned officer, personally appeared _____ and _____,

_____ Credit Union (a corporation), and who hereby aver that they, as such officers, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation in their capacities as such corporate officers.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public

[Notarial Seal]

My commission expires: _____

Please submit completed forms or
any questions to the following
email address:
RA-BNCUSUBMISSIONS@pa.gov



Pennsylvania
**Department of Banking
and Securities**

MARKET SQUARE PLAZA | 17 N SECOND STREET, SUITE 1300 | HARRISBURG, PA 17101
Ph 717.787.2665 Fx 717.724.6914 W www.dobs.pa.gov

ARTICLES OF AMENDMENT

Instructions

Pursuant to Section 901 of the Credit Union Code, 17 Pa. C.S. § 901, an amendment to the Articles of Incorporation of a credit union must be approved by the members of the credit union. At an annual meeting, or at a special meeting for which members were given notice at least ten (10) days prior, amendments may be considered and must be approved by a majority of the members present, provided that at least a quorum attends the meeting. Alternatively, an amendment may be approved by the members through mail ballot, **but only** if the credit union's Bylaws provide for mail ballot voting.

Two sample Articles of Amendment have been provided here; if voting is conducted through mail ballot, the second sample should be used.

To amend the Articles of Incorporation, please submit the following to the Department of Banking and Securities via email to RA-BNCUSUBMISSIONS@pa.gov:

1. A letter requesting the Department of Banking and Securities' approval of the Articles of Amendment and stating the credit union's desired effective date, which should be no sooner than forty-five (45) days from the date the Articles of Amendment are submitted to the Department of Banking and Securities.
2. The completed, signed, and notarized Articles of Amendment.
3. A check for the required filing fee, in the amount of \$70.00, payable to the **Department of State**.

In addition, the credit union should review its Bylaws, which may be affected by the amendment to the Articles of Incorporation. If the credit union determines that an amendment to the Bylaws is necessary, an Amendment of Credit Union Bylaws form should be completed and submitted to the Department of Banking and Securities.

Upon receipt of the above items, and upon review and approval of the Articles of Amendment and expiration of the required comment period, the Department of Banking and Securities will file the Articles of Amendment with the Department of State.

Please Note: When completing the SIXTH section of the Articles of Amendment (or the SEVENTH section, if voting is conducted through mail ballot), insert the number of the amended Article in the blank after the word "Article." The amended Article should then follow in its entirety, stated *exactly* as the credit union would like the Article to be amended.

If the entire amended Article does not fit in this section, place the words “Attached as Exhibit A” to the right of the colon, and attach a separate page containing only the words: “Exhibit A”; the Article number; and the entire Article, as amended.

If you have any questions regarding Articles of Amendment, please contact the Bureau of Credit Union and Trust Supervision at RA-BNCUSUBMISSIONS@pa.gov.