STATE OF COLORADO
COLORADO DIVISION OF BANKING

INSTRUCTIONS FOR CHANGE OF BRANCH LOCATION
OF A STATE COMMERCIAL OR INDUSTRIAL BANK

A commercial or industrial bank that wishes to change a branch location shall be governed by the provisions of CB101.54(B) and IB50(B), respectively. In addition, the bank shall furnish the following information to the Colorado Division of Banking:

1. Address of present location.

2. Address of the proposed location.

3. Distance and direction from present location. (NOTE: If move is outside of institution's primary service area, an Economic Feasibility Study may be required.)

4. Description of the premises to be occupied.

5. If the quarters are to be leased, detailed information concerning the terms of the lease should be provided and, if possible, a copy of the lease should be submitted with the application.

6. Name and address of each commercial bank/industrial bank located within three miles of the proposed location.

7. Detailed figures regarding the current investment in fixed assets and the proposed investment at the new location. (Land and building, furniture and fixtures, equipment, and leasehold improvements.)

8. Current occupancy expenses and occupancy expenses resulting from the proposed move.

9. Submit information concerning the disposition of the premises to be vacated and, if leased, indicate any liability that may be incurred by the bank as a result of the termination of the lease.

10. Provide a map or sketch that accurately shows the present location, the proposed location, and the location of all commercial banks/industrial banks located within a radius of three miles of the proposed location.

Any questions with regard to the requested information should be directed to: **Applications, Colorado Division of Banking, 1560 Broadway, Suite 975, Denver, CO 80202; 303-894-7575**.