TO: The Credit Union Addressed

RE: Procedure to amend the Certificate of Organization: Change of Principal Location

1. A resolution specifying the proposed amendment must be adopted by a two-thirds vote of the members actually voting, if that constitutes a quorum, at a duly called regular annual meeting or special meeting, or by balloting by mail if authorized by the board, after proper notice has been given. The amendment must include the full street address, city, state, and zip code.

2. Execute amendment, in duplicate, on the forms enclosed and forward, in duplicate, to the Commissioner of Commerce for approval. A processing fee of $50.00 is required, with the check made payable to the Department of Commerce.

3. When the foregoing requirements have been complied with, a bulletin will be issued making your change of location complete.
AMENDMENT TO CERTIFICATE OF ORGANIZATION

of the ___________________________ Credit Union
located at ____________________________, Minnesota.

At a meeting of the members of the above-named credit union, held at ____________________________ on the __________ day of ____________________________, 20______, the following resolution was offered and adopted by a two-thirds vote of the members present and entitled to vote, which number constituted a quorum:

RESOLVED: That Section ______________________ of the Certificate of Organization of this credit union be amended to read as follows:

Section ____________________________

We hereby certify that the foregoing resolution was duly adopted by a two-thirds vote of the members present and entitled to vote, which number constituted a quorum at a meeting duly called for that purpose and held at ____________________________, on the __________ day of ____________________________, 20______.

__________________________________________
Chairman or President

__________________________________________
President or Treasurer

STATE OF MINNESOTA )
COUNTY OF ____________________) ss.

On this __________ day of ____________________, 20______, before me appeared ___________________________ and ___________________________ to me personally known, who being by me duly sworn did say that they are respectively the ___________________________ and ___________________________ of the ___________________________.

Credit Union and that said instrument was executed by them as their free act and deed.

__________________________________________
STATE OF MINNESOTA

DEPARTMENT OF COMMERCE

St. Paul, ____________________

This is to certify that the action of the members of the ____________________________ Credit Union in adopting the foregoing amendment to the Certificate of Organization has been approved by me.

(SEAL) Deputy Commissioner of Commerce