

STATE OF MINNESOTA
DEPARTMENT OF COMMERCE
DIVISION OF FINANCIAL INSTITUTIONS

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