

Notice of Effective Date for Relocation

Date

Deputy Comptroller
International Banking and Finance
Comptroller of the Currency
250 E Street, SW
Washington, DC 20219

Re: Effective Date for Relocation of (name of federal branch or agency)
Control No. _____

Dear Deputy Comptroller:

As required in your approval letter dated _____, this is to inform you that (name of federal branch or agency) will relocate from (address of present location) to (address of approved location) effective (date).

Please issue the appropriate relocation authorization document(s). If you have any questions, please contact (name and telephone number).

Sincerely,

Signature

Name and Title