

# Template: Waive 30-Day Notification Requirement for Change of Officials

Date

Mr. John Doe  
Board Chairperson  
ABC Federal Credit Union  
Address  
City, State Zip

Dear Mr. Doe:

We received your letter on [date], which indicated the board of directors has selected [name] for the position of [POSITION] of the ABC Federal Credit Union.

Pursuant to the National Credit Union Administration rules and regulations Section 701.14 (d) (2), the waiver of the 30-day prior notice requirement that you requested is hereby granted. Please note, however, that the waiver shall not affect the authority of the National Credit Union Administration to issue a Notice of Denial.

We are processing your request and will advise you of our decision to either approve or disapprove [NAME'S] appointment by [DATE - 30 DAYS FROM THE DATE OF THIS LETTER]. In the interim, we do not object to [name] acting in the capacity of [POSITION] of the credit union. (*For a FISCO ADD:* provided you obtain the concurrence of the State Supervisory Authority). Please contact examiner [name] at [phone number] with any questions.

Sincerely,

[NAME]  
Regional Director

[Office]/[WRITER'S INITIALS]  
SSIC XXXX  
Charter #

cc: SE  
EX  
SSA (when applicable)