Date

CEO Name

CUSO Name

Address

City, State Zip

Dear [CEO Name]:

During a contact at [CU name], our staff noted that [CUSO name] did not complete its registration with NCUA through the [*CUSO Registry*](https://cusoregistry.ncua.gov)as required by NCUA rules and regulations.[[1]](#footnote-2) [*Originating office should provide any relevant details about the lack of registration*.]

**It is important that [CUSO name] regsister by [DATE (30 days from date of initial contact)].** A continued delay in registering will jeopardize the permissibility of future investments in and/or loans to [CUSO name] by federally insured credit unions.

*--OR--*

During a contact at [CU name], our staff noted that [CUSO name]’s [*CUSO Registry*](https://cusoregistry.ncua.gov) record is materially inaccurate with regard to [*Originating office should provide any relevant details about innacurate information*].

**It is important that [CUSO name] regsister (or correct its registration record) by [DATE (30 days from date of initial contact)].** Continued delay in filing will jeopardize the permissibility of future investments in and/or loans to [CUSO name] by federally insured credit unions.

If you have questions about this message or believe you are not required to register, please contact this office before DATE at xxx-xxx-xxxx or [NAME@ncua.gov].

Regards,

*[Name]*

NCUA Regional Director

Region/[WRITER’S INITIALS]

SSIC XXXX

cc: E&I

SSA (when applicable)

CEO of All Credit Union Investors/Lenders of Record

SE

EX

1. See 12 CFR Part 712, [*Credit Union Service Organizations*](http://www.ecfr.gov/cgi-bin/text-idx?SID=a47c6bc3ad1988614fcea7f61866cf1a&mc=true&node=pt12.7.712&rgn=div5)*,* and 12 CFR Part 741, [*Requirements for Insurance*](http://www.ecfr.gov/cgi-bin/text-idx?SID=a47c6bc3ad1988614fcea7f61866cf1a&mc=true&node=pt12.7.741&rgn=div5); for a complete discussion, see 78 Fed. Reg. 72537 (Dec. 3, 2013). For more information about the CUSO rule, see NCUA Letter to Credit Unions 13-CU-13, [*Changes to NCUA Regulations related to Credit Union Service Organizations*](http://www.ncua.gov/regulation-supervision/Pages/policy-compliance/communications/letters-to-credit-unions/2013/13.aspx)*,* issued in November 2013, and 14-CU-07, [*Contractual Agreements with Credit Union Servicing Organizations*](http://www.ncua.gov/regulation-supervision/Pages/policy-compliance/communications/letters-to-credit-unions/2014/07.aspx)*,* issued in June 2014. [↑](#footnote-ref-2)