



Credit Union Department

Filing Instructions:

Mail or email this completed application form to:

Credit Union Department

914 East Anderson Lane

Austin, Texas 78752

Email: [isabel.velasquez@cud.texas.gov](mailto:isabel.velasquez@ cud.texas.gov)

**APPLICATION TO AMEND BYLAWS (SECTION 3.01)
COMMUNITY OF INTEREST – ASSOCIATIONAL**

TO THE CREDIT UNION COMMISSIONER:

_____ Credit Union

_____, _____, Texas _____
(mailing address) (city) (zip)

I, _____, _____
(name) (title or position)

of the credit union, file this application to amend Section 3.01 of its Bylaws to expand the credit union’s field of membership (FOM) in accordance with Section 122.011 of the Texas Credit Union Act and Title 7, Section 91.301 of the Texas Administrative Code.

1. The text of the proposed amendment is attached as **Exhibit “A”**. (The text of the proposed amendment must include a geographic definition, limiting the group to the local service area of applicant, as defined in 7 TAC§91.301.)

2. The board of directors of the credit union, at a duly constituted meeting, approved the amendment on _____, 20 _____, and authorized and directed the submission of this application. There were _____ members present and _____ votes were cast in favor of the amendment and _____ votes were cast against.

3. Check All That Apply:

A majority of the persons in the Association live, work, or gather regularly within applicant's local service area.

The Association's headquarters is located within applicant's local service area.

4. The Articles of Incorporation, Bylaws, and recent financial statements of the Association are attached as **Exhibit "B"**.

5. A budget for each of the next three years, which includes the following information related to providing service only to those persons within the proposed associational community of interest is attached as **Exhibit "C"**:

- a. Projected number of new members and credit union's capability to provide services;
- b. Estimated incremental cost (e.g. dividends, personnel, office space, marketing, supplies, etc.);
- c. Estimated incremental revenues; and
- d. Other data showing the financial impact of the proposed expansion, including any assumptions or projection figures used in preparing the budget.

6. A map showing the location of each of applicant's existing offices (as defined by 7 TAC § 91.101 (21)) is attached as **Exhibit "D"**.

Proposed office(s) may only be shown on this map if:

- (a) costs for the proposed office(s) are reflected in the budget required by item 5, and
- (b) a detailed timeline for opening the proposed office, which may not be long than 15 months, is provided, along with evidence to support the viability of this timeline.

7. A narrative description of the rights and activities of the members of the Association, including answers to the questions listed below, is attached as **Exhibit “E”**:
- a. Do the members pay dues? How often?
 - b. Do the members have voting rights? Specify.
 - c. Do the members participate in the furtherance of the goals of the association?
How?
 - d. Is there a membership list?
 - e. Does the association sponsor activities for members? Specify.
 - f. What are the association’s eligibility requirements?
 - g. How frequent are member meetings?
8. Check One:
- The Proposed associational community of interest would make less than 3,000 people eligible for primary membership.
- The proposed association community of interest would make 3,000 or more people eligible for primary membership and copies of letters sent to each state or federal credit union that would be overlapped by this proposed associational community of interest are attached as **Exhibit “F”**.
9. Information describing the types of services that applicant would provide to people within the proposed associational community of interest is attached as **Exhibit “G”**.
10. A letter from an officer of the Association requesting credit union services from applicant and specifying the information listed below is attached as **Exhibit “H”**:
- a. The name and address of the Association;
 - b. A description of the geographical area in which the Association’s members reside, identifying all locations where members of the group meet, including the distance from each location to the nearest office of the applicant; and
 - c. How many members would be eligible to join as primary members of applicant?

VERIFICATION

STATE OF _____

COUNTY OF _____

_____, being duly sworn, on (his/her) oath deposes and says: "I am

_____ of _____ Credit Union

and acting pursuant to resolution of the board of directors of said credit union, I am filing this application; and I have reviewed all statements, facts and representations, contained in this application, including all Exhibits, and they are true and correct."

Name

Title