

**State of South Carolina  
Board of Financial Institutions  
Office of the Commissioner of Banking**

**BRANCH RELOCATION APPLICATION**

**FINANCIAL INSTITUTION INFORMATION:**

<b>Name of Institution</b>		
<b>Headquarters Address</b>		
<b>City</b>	<b>State</b>	<b>Zip Code</b>
<b>Contact Person, Title</b>	<b>Email Address</b>	<b>Phone Number</b>
<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip Code</b>

**BRANCH INFORMATION:**

<b>Street Address</b>			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	
<b>Reason for Relocation</b>			
<b>Address of New Property</b>			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	<input type="checkbox"/> Leased <input type="checkbox"/> Owned
<b>Distance Between the Two Locations</b>	<b>Deposits in Branch to be Relocated</b>		
<b>Property Purchase Price or Lease Cost</b>	<b>Size of Lot</b>	<b>Square Footage of Building</b>	<input type="checkbox"/> New Structure <input type="checkbox"/> Existing Structure
<b>Additional Cost of Relocation (include furniture and fixtures, renovation costs, moving, etc.)</b>			
<b>Does the lease, purchase, construction or renovation of the proposed new site involve an insider as defined in Regulation O (an executive officer, director, or principal shareholder and any related interest of such a person)?</b>  <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe the connection the bank has with the current owner of the property and/or contractor: _____			

**Please attach the following, if applicable:**

- **A copy of the fully executed option to purchase the property or a fully executed copy of the proposed lease agreement**
- **If an insider is involved in the transaction, attach comparable sale, rental and/or construction information to support the cost to the bank.**

\_\_\_\_\_  
**Officer's Signature**

\_\_\_\_\_  
**Date**