



**STATE OF ALABAMA**  
**STATE BANKING DEPARTMENT**



**MEMORANDUM**

TO: Proposed Incorporators of New State-Chartered Banks and/or Attorneys

FROM: State Banking Department

SUBJECT: Information Needed From New Bank Groups Prior To Setting Up Meeting With Superintendent of Banks

The following is a list of information needed from attorneys or others prior to setting up a meeting with the Superintendent:

- 1) Information on proposed officers of the institution, particularly the CEO, Chief Lending Officer and Chief Operations Officer – we need resumes showing all prior banking experience.
- 2) Information on the incorporators/proposed directors – a listing is needed showing their businesses, occupations, and any prior banking or bank board experience that they have. There also should be directors that are experienced bank directors – 75% must be from the United States and 51% must be from Alabama, §5-6A-1.
- 3) Location of the proposed bank (including its market area) and the location of any branches anticipated within the first three years of operations.
- 4) Information on the business plan for the bank, including the types of lending in which it will be engaged and the types of deposits to be taken.
- 5) Proposed/contemplated initial capital.
- 6) Ultimate anticipated size of institution.

After this information has been provided, call Cynthia Cozadd at (334) 242-3585 to set up an appointment with the Superintendent of Banks.