

[DATE]

VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Dear _____:

As the President/CEO of _____ Federal Credit Union, your actions have come to my attention. On several occasions, you have visited Credit Union property and _____ . I view your actions to constitute a serious threat to an employee of the Credit Union, as well as to the Credit Union itself.

Effective immediately, you are hereby denied access to any Credit Union facilities. Effective immediately, you are denied the right to interact in any manner whatsoever which would involve personal contact with any Credit Union employee. You shall continue to have the right to maintain a share account at the Credit Union, but any transactions with respect to that share account shall be by mail only. You have the right to vote at the Credit Union's Annual Meeting. You are hereby placed on official notice that you are denied, effective immediately, all Credit Union services, rights and benefits of a Credit Union member other than mail transactions regarding your share account, voting and attending the Annual Meeting. We have notified law enforcement officials and notified all other appropriate individuals that you are barred from the premises and barred from Credit Union services other than mail transactions with respect to your primary share or savings account.

Sincerely,

_____, President/CEO