

February, February 12, 2024

Bulletin #2024-NDC-002

## NOTICE TO NON DELEGATED CORRESPONDENT CUSTOMERS

### Action Required - 2024 Semi-Annual Review Process:

#### FLC Bank conducts reviews on all approved customers in all channels semi-annually.

To ensure a timely review and avoid an interruption in service, please provide the following documentation no later than the close of business **Monday, February 26, 2024**.

1. **Completed 2024 Annual Customer Review Certification** ([CLICK TO DOWNLOAD](#)). If any responses require explanation, these are to be provided on company letterhead.
2. **Completed 2024 Appraisal Certification Form** ([CLICK TO DOWNLOAD](#)).

#### **IMPORTANT**

This FLC Bank notification is being e-mailed to the "Primary" contact on our approved customer list. If the "Primary" contact is not the correct person to receive this information, we ask that it be forwarded to the appropriate individual(s). Failure to comply will result in the suspension of a company's approval and interruption in loan processing until the appropriate documentation is received by FLC Bank. If proper documentation is not received by the final date, we may terminate your account for non-compliance.

#### **Transmittal Instructions**

Please send the 2 items listed above via email to: [tpoannualreview@flcb.com](mailto:tpoannualreview@flcb.com).