



# STATE OF KANSAS OFFICE OF THE STATE BANK COMMISSIONER

## **PROCEDURES FOR NAME CHANGES OF BANKS AND TRUST COMPANIES**

All name changes require approval by the State Bank Commissioner and should be presented in the form of a letter requesting such. The letter should include the proposed name, an explanation as to why the request is being made, a statement verifying that there are no other banks or trust companies in the same city with the same or similar name, and a resolution from the bank's or trust company's Board of Directors approving the filing of a request for name change.

The corporations division of the Kansas Secretary of State's office (785-296-4564) should be contacted to confirm that there are no other banks or trust companies in the same city with the same or similar name. In addition, it is advisable for the applicant to inquire whether the proposed name is registered under the Revised Kansas Trademark Act.

An application filing fee of \$250.00 is to be submitted with all name change applications; if the change only involves deleting the word "The" or "Trust" from the bank's name, the \$250.00 fee will be waived.

Any change in the bank's or trust company's name, once approved, will need to be filed with the Secretary of State as an Amendment to the Articles of Incorporation. This department's stamp will be required on any amendment(s) filed to signify our approval. Also, a check in the amount of \$35 made payable to the Secretary of State will need to accompany each amendment. These documents should be forwarded after the name change has been approved.

Questions concerning this application may be addressed to:

Dana S. Hampton, Director of Corporate Activities  
Office of the State Bank Commissioner  
700 SW Jackson, Suite 300  
Topeka, Kansas 66603-3796  
(785) 296-2266 FAX (785) 296-0168