

Take advantage of this opportunity to network with other credit union officials and hear how to put together a sound business and marketing plan to support conversion to a community credit union and expansion into an underserved area.

FREE
Credit Union Workshop

Workshop Schedule:

October 29, 2004

**Embassy Suites Hotel
300 Court Street
Charleston, WV 25301
(304) 347-8700**

Directions to hotel :

From I-77: Take I-64 West to Exit 58C Lee Street. Turn north on Court Street 1 block.
From Yeager Airport: Take Airport Road to Greenbrier Street and go about 1 mile. At Interstate Interchange, turn right onto I-64 West. Exit 58C and turn left at the light onto Lee Street. Then turn north on Court Street 1 block.

Space is Limited!
Register Today!



**NCUA Region II- Capital
1775 Duke Street, Ste 4206
Alexandria, VA 22314
Phone: 703-519-4628
Fax: (703) 519-4620
Director@ncua.gov**

Credit Union Development Workshop



NCUA Region II (Capital)

**Workshop
Schedule and
Registration Form**

WORKSHOP AGENDA

Continental Breakfast

8:00 a.m. to 8:45 a.m.

Opening Remarks

8:45 a.m. to 9:00 a.m.

Underserved Area Expansion Community Charter Conversion

Find out how to develop a business and marketing plan to serve an underserved area or community field of membership

9:00 a.m. to 11:45 a.m.

Break

10:00 a.m. to 10:15 a.m.

Lunch—FREE

11:45 a.m. to 12:45 p.m.

Low Income Designation

Learn the benefits of low-income designation and how to determine if your credit union qualifies.

12:45 a.m. to 1:15 p.m.

Credit Union Panel Discussions

Learn how to reach out to new members, particularly those of modest means, once you have expanded your membership base.

Underserved Area Expansion

1:15 p.m. to 2:00 p.m.

Break

2:00 p.m. to 2:15 p.m.

Community Charter Conversion

2:15 p.m. to 3:00 p.m.

Registration and Reimbursement Request Form

TO RESERVE YOUR SPACE AND APPLY FOR REIMBURSEMENT, PLEASE MAIL OR FAX THIS FORM TO:

NCUA- REGION II (Capital)
Attention: Diane Rector
1775 Duke Street, Suite 4206
Alexandria, VA 22314-3427
Phone: 703-519-4628 Fax: 703-519-4620

Please use one registration form per participant, make additional copies if needed.

DEADLINE TO REGISTER FOR THE CONFERENCE IS OCTOBER 18, 2004

Name/Title: _____

Credit Union Name: _____

Credit Union Address: _____

City, State, Zip _____

Charter #: _____ CU Phone #: _____ Email Address: _____

May we share your contact information with other workshop participants? yes _____ no _____

Complete the section below if requesting reimbursement of travel expenses

Estimated Travel Expenses

Auto (roundtrip miles) _____ Airfare \$ _____ Lodging? yes _____ no _____

The first ten (10) requests per workshop will be honored.
Only credit unions with the criteria listed below are eligible:

- * under \$10 million in assets, or
- * less than 10 years old, or
- * low-income designated

Reimbursement is limited to a maximum of \$150 per credit union. Reimbursement will be processed immediately following the workshop upon receipt of a signed travel voucher and supporting expense documentation. DEADLINE FOR APPLICATIONS IS OCTOBER 8, 2004.

**The conference will be held on October 29, 2004
at the following location:**

**Embassy Suites
300 Court Street
Charleston, WV 25301
(304) 347-8700**