



[Date]

[CUSO name]  
[CUSO street address]  
[City, State and zip]

To Whom It May Concern:

You are receiving this letter because one or more credit unions have reported [CUSO name] as a credit union service organization (CUSO) through the National Credit Union Administration's (NCUA's) online reporting systems, including Credit Union Online.<sup>1</sup>

NCUA regulations require CUSOs to register with the agency beginning in 2016.<sup>2</sup> The online registry will be available to CUSOs through the NCUA website with the initial registration period beginning February 1, 2016 and ending March 31, 2016. A formal Letter to Credit Unions will be issued in January 2016 with additional information.

**You can help ensure your registration goes smoothly by verifying your employer identification number (EIN).** If the EIN listed below is correct, no action is necessary. If your EIN is not correct, please email us the corrected information at [CUSORegistry@ncua.gov](mailto:CUSORegistry@ncua.gov).

EIN currently on file for [CUSO name]:  
[EIN]

If you are aware of any CUSO that did not receive a letter from NCUA requesting that they verify their EIN, please encourage them to email us at [CUSORegistry@ncua.gov](mailto:CUSORegistry@ncua.gov). Our goal is to make the registration process as seamless as possible for CUSOs that need to register.

To stay abreast of communications from NCUA, including those related to the *CUSO Registry*, we recommend you subscribe to NCUA Express.<sup>3</sup> You can also monitor the *CUSO Registry* webpage at <https://www.ncua.gov/regulation-supervision/Pages/regulatory-reporting/cuso-registry.aspx> where we will post training and support information as it becomes available.

If you believe you have received this letter in error, or have questions about the *CUSO Registry* and reporting requirements, you can contact us at [CUSORegistry@ncua.gov](mailto:CUSORegistry@ncua.gov) or 703-518-6360.

<sup>1</sup> NCUA reporting systems include *Credit Union Online*, accessible online at <http://www.ncua.gov/DataApps/CUOnline/Pages/default.aspx>

<sup>2</sup> For more information about the regulatory requirements for CUSOs, see NCUA Letter to Credit Unions, [Changes to NCUA Regulations Related to Credit Union Service Organizations](#) (13-CU-13)

<sup>3</sup> Subscribe to NCUA Express through the NCUA.gov website at <http://www.ncua.gov/Pages/NCUAExpress.aspx>.

[CUSO Name]

[Date]

Page 2

Sincerely,

/s/

Larry Fazio  
Office of Examination & Insurance  
National Credit Union Administration