

**CERTIFICATE OF DEPOSIT AMENDMENT FORM**

New York State Department of Environmental Conservation  
Division of Mineral Resources  
625 Broadway - 3<sup>rd</sup> Floor  
Albany, New York 12233-6500

**INSTRUCTIONS:**

*This amendment must be printed on the official financial institution letterhead stationery containing the address of the issuing branch. The amendment must bear an original signature and be notarized.*

**RE: Certificate of Deposit No.** \_\_\_\_\_  
**Original Effective Date** \_\_\_\_\_  
**Amendment No.** \_\_\_\_\_

Dear NYSDEC:

Please be advised that effective \_\_\_\_\_ (Date), we hereby amend our Certificate of Deposit, and any previously advised amendments, in the name of the New York State Department of Environmental Conservation for the account of \_\_\_\_\_ (principal/account holder/applicant) as follows:

- Increased/Decreased by \_\_\_\_\_ US Dollars (\$ \_\_\_\_\_) to a new aggregate amount not to exceed \_\_\_\_\_ US Dollars (\$ \_\_\_\_\_)
- Principal/Account holder/Applicant name changed from \_\_\_\_\_ to \_\_\_\_\_
- Bank name changed from \_\_\_\_\_ to \_\_\_\_\_
- Certificate of Deposit No. changed from \_\_\_\_\_ to \_\_\_\_\_
- Other: \_\_\_\_\_

All other terms and conditions of the original Certificate of Deposit Assignment remain unchanged. This amendment is to be considered an integral part of the Certificate of Deposit and must be attached thereto.

Sincerely,

*[Authorized Original Signature]*

*[Bank Officer Name and Title - Must be Typed]*  
**[SIGNATURE MUST BE NOTARIZED]**

**Acknowledgement Form**

STATE OF \_\_\_\_\_

ss.:

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_, before me,

the undersigned notary public, personally appeared \_\_\_\_\_

\_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity, and that by his/her/their signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Public