

MUTUAL OPERATIONS**ADMINISTRATIVE SERVICES****Listing Inspections**

The present Occupancy Agreement requires that prospective sellers of Mutual stock obtain an Intent to Withdraw form before the stock is listed for sale. The Board of Directors of this Corporation requests that any Broker accepting a listing of stock complete the following steps before this listing is executed:

1. Explain to prospective seller that a listing inspection will be made. Give the shareholder a blank copy of the inspection form.
2. Upon completion of the inspection, a copy of the completed inspection form will be sent to the seller.
3. Deliver to the stock owner, who is requesting the listing, a copy of the Intent to Withdraw form. Notify the shareholder that this form must be executed by the Mutual Corporation before the listing can be taken.
4. When the prospective seller receives the completed inspection form and the Intend to Withdraw form signed by the Mutual Board (in that order), he/she should contact the Sales Representative that initially made contact and supplied the listing form.

MUTUAL ADOPTION

NINE: 11-13-17