



# California Department of Fish and Wildlife Bank Submittal Form



*To facilitate your request, please fill out as much information as you can. To ensure accurate recording of your fee, contact your CDFW Region to obtain a bank tracking number. Please submit this form in hard copy and electronic format with the appropriate fee and all required documents to your CDFW Region.*

BANK INFORMATION			
<b>Bank Name:</b>			<b>Bank Type:</b> <input type="checkbox"/> Conservation <input type="checkbox"/> Mitigation
<b>Dates:</b>	<b>Form received on</b>	<b>Fee received on</b>	<b>Documents received on</b>
<b>Tracking Number:</b>			
<b>County:</b>		<b>Region:</b>	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6
BANK SPONSOR			
<b>Name</b>		<b>Contact Name</b>	
<b>Street Address</b>			
<b>City, State, Zip</b>			
<b>Telephone</b>		<b>Fax</b>	
<b>Email</b>			
ADDITIONAL CONTACT <i>(if different from above; e.g., consultant, attorney, property owner)</i>			
<b>Name</b>			
<b>Street Address</b>			
<b>City, State, Zip</b>			
<b>Telephone</b>		<b>Fax</b>	
<b>Email</b>			

*The following row is for Agency Use Only:*

<b>Ref. Doc. :</b>	<b>Multi. Pur. :</b>	<b>Vend. Info. :</b>
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**Fees may be submitted via wire transfer or check *(select appropriate box)*.**

**Wire Transfer**       **Check**

**Please follow instructions below for selected payment method.**

## INSTRUCTIONS FOR ELECTRONICALLY WIRING FUNDS

**(1) Please contact CDFW Region to obtain bank tracking number and detailed instructions on where to transfer funds.**

**(2) Include the following payment details:**

- a) Mitigation/conservation bank tracking number
- b) Mitigation/conservation bank name (for example, Willow Mitigation Bank should be written as Willow M.B. or C.B. if a conservation bank)
- c) Item Number (identified next to corresponding fee below)

**(3) Email this form to Account Services Branch at [enny.monteiro@wildlife.ca.gov](mailto:enny.monteiro@wildlife.ca.gov) and [xin.kou@wildlife.ca.gov](mailto:xin.kou@wildlife.ca.gov) .**

**(4) Provide documentation that funds were wired, along with a copy of this page, to CDFW Regional Manager and Regional Bank Coordinator.**

**Please note: CDFW Region will not be able to begin its review of bank documents until it has received verification from CDFW Account Services Branch that wired funds were received.**

## INSTRUCTIONS FOR SENDING A CHECK

**(1) Please contact CDFW Region to obtain bank tracking number.**

**(2) Make all checks payable to: California Department of Fish and Wildlife.**

**(3) In the memo line of the check, write the mitigation/conservation bank name and tracking number. Please use abbreviation M.B. for Mitigation Bank or C.B. for Conservation Bank.**

### Bank Document and Corresponding Fee (check the appropriate box):

Prospectus	Fee	Item Number	Bank Agreement Package	Fee	Item Number
<input type="checkbox"/> Draft Prospectus	\$1,770.00	8700	<input type="checkbox"/> Bank Agreement Package	\$29,499.25	8710
<input type="checkbox"/> Prospectus (Draft Pre-paid)	\$10,030.00	8706	<input type="checkbox"/> Resubmitted Incomplete Bank Agreement Package	N/A	
<input type="checkbox"/> Prospectus	\$11,800.00	8705	<input type="checkbox"/> Resubmitted Bank Agreement Package	\$29,499.25	8711
<input type="checkbox"/> Resubmitted Incomplete Prospectus	N/A		<input type="checkbox"/> Unsolicited Changes	\$11,800.00	8712
<input type="checkbox"/> Resubmitted Prospectus	\$11,800.00	8707	<input type="checkbox"/> Resubmitted Unsolicited Changes	\$11,800.00	8713
Implementation	Fee	Item Number	Amendment to Existing CDFW Bank	Fee	Item Number
<input type="checkbox"/> Implementation Fee (Total)	\$70,798.00	8730	<input type="checkbox"/> Simple Bank Amendment Package - Initial Review	\$8,850.00	8720
<input type="checkbox"/> Implementation Fee (Pursuant to the amount specified in the BEI)	_____	8731	<input type="checkbox"/> Complex Bank Amendment Package – Initial Review Pre-paid	\$20,649.25	8721
			<input type="checkbox"/> Complex Bank Amendment Package	\$29,499.25	8726
			<input type="checkbox"/> Resubmitted Simple Bank Amendment	\$8,850.00	8722
<input type="checkbox"/> Implementation Penalty Fee (10% of fee due)	_____	8735	<input type="checkbox"/> Resubmitted Complex Bank Amendment	\$29,499.25	8723
			<input type="checkbox"/> Resubmitted Incomplete Bank Amendment	N/A	
Additional	Fee	Item Number	<input type="checkbox"/> Unsolicited Changes	\$11,800.00	8724
<input type="checkbox"/> Overage Shortage	_____	8760	<input type="checkbox"/> Resubmitted Unsolicited Changes	\$11,800.00	8725