

SWITCH

PRESTO...CHANGO



Southwest Colorado Federal
Credit Union



PAYROLL DIRECT DEPOSIT

DATE _____ TO EMPLOYER: _____
ADDRESS: _____
CITY, STATE, ZIP: _____

I have recently switched my account to Southwest Colorado Federal Credit Union and would like my payroll direct deposit switched from my old account to my new account. Please find my information below to facilitate this transfer:

NAME _____ SSN _____

OLD INFORMATION

Financial Institution _____

Account Number _____ Checking/Savings (circle one) Routing Number _____

NEW INFORMATION

Please transfer my direct deposit to my new account at **Southwest Colorado Federal Credit Union** with the next payroll.

Account Number _____ Checking/Savings (circle one) Routing # **302176315**

Please contact me at _____ if you require additional information. Thank you!

Signature _____ Name _____

Address _____



AUTOMATIC DEPOSITS

DATE _____ TO COMPANY: _____
ADDRESS: _____
CITY, STATE, ZIP: _____

I have recently switched my account to Southwest Colorado Federal Credit Union and would like my automatic deposit switched from my old account to my new account. Please find my information below to facilitate this transfer:

NAME _____ SSN _____
ACCT # _____ DEPOSIT AMOUNT _____

OLD INFORMATION

Financial Institution _____
Account Number _____ Checking/Savings (circle one) Routing Number _____

NEW INFORMATION

Please transfer my next scheduled deposit to my new account at **Southwest Colorado Federal Credit Union**.

Account Number _____ Checking/Savings (circle one) Routing # 302176315

Please contact me at _____ if you require additional information. Thank you!

Signature _____ Name _____

Address _____



AUTOMATIC PAYMENTS

DATE _____ TO COMPANY: _____
ADDRESS: _____
CITY, STATE, ZIP: _____

I have recently switched my account to Southwest Colorado Federal Credit Union and would like my automatic payment switched from my old account to my new account. Please find my information below to facilitate this transfer:

NAME _____ SSN _____
ACCT # _____ PAYMENT AMOUNT _____

OLD INFORMATION

Financial Institution _____
Account Number _____ Checking/Savings (circle one) Routing Number _____

NEW INFORMATION

Please transfer my next scheduled payment from my new account at **Southwest Colorado Federal Credit Union**.

Account Number _____ Checking/Savings (circle one) Routing # 302176315

Please contact me at _____ if you require additional information. Thank you!

Signature _____ Name _____

Address _____

AUTOMATIC PAYMENT CHECKLIST

Consult the Automatic Payment Checklist to determine which companies you need to notify that you have switched your account to Southwest Colorado Federal Credit Union. After notification, these companies should establish automatic payments from your new checking account. If you have any questions, please contact Southwest Colorado Federal Credit Union.

- | | | | |
|-------------|-------------|--------------|--------------|
| Mortgage | Loans | Cable | Health Clubs |
| Investments | Electricity | Credit Cards | Internet |
| Insurance | Telephone | Charities | Cell Phone |



CLOSE ACCOUNT REQUEST

DATE _____ TO FINANCIAL INSTITUTION: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

RE: CLOSE ACCOUNT REQUEST NAME: _____

Please close the accounts indicated below: JOINT: _____

SAVINGS/CHECKING	ACCOUNT NUMBER		APPROXIMATE BALANCE	\$
SAVINGS/CHECKING	ACCOUNT NUMBER		APPROXIMATE BALANCE	\$
SAVINGS/CHECKING	ACCOUNT NUMBER		APPROXIMATE BALANCE	\$
SAVINGS/CHECKING	ACCOUNT NUMBER		APPROXIMATE BALANCE	\$
OTHER	ACCOUNT NUMBER		APPROXIMATE BALANCE	\$

Other Instructions: _____

NEW INFORMATION

Please forward the above funds to me at **Southwest Colorado Federal Credit Union, 15 Bodo Drive, Durango, CO 81303**

Please make the check payable to Southwest Colorado Federal Credit Union fbo _____

(Name)

Account Number _____ Checking/Savings (circle one) Routing # 302176315

Please contact me at _____ if you require additional information. Thank you!

Signature _____ Name _____

Joint Signer _____ Name _____

Address _____

DIRECT DEPOSITS (INCLUDING PAYROLL)

COMPANY	DATE REQUESTED	NEXT DEPOSIT DATE	STATUS

AUTOMATIC PAYMENTS (INCLUDING BILL PAY)

COMPANY	DATE REQUESTED	NEXT PAYMENT DATE	STATUS

CLOSED ACCOUNTS

COMPANY	ACCOUNT NO.	OUTSTANDING CHECKS?	STATUS

LOANS

COMPANY	DATE REQUESTED	NEXT DEPOSIT DATE	STATUS