



Switch Kit

We've made it convenient to change your banking relationships to Central Missouri Community Credit Union (CMCCU) with our New Account Switch Kit. Follow these steps and use the forms provided to make the transition to CMCCU a smooth one.

Here's a checklist to help you convert your checking account to CMCCU.

- Make sure all of your checks have cleared.
- Make sure there are enough funds in your account to cover any automatic payments that may hit your account.
- Send written notice to your employer and any other sources that send direct deposits to your old account to notify them of your new account at CMCCU. Examples are your employer, dividends etc.
- Send written notice to creditors and companies that take automatic payments from your old account to notify them of your new account at CMCCU. Examples are utilities, insurance companies, car payments etc.
- Send written notice to your former financial institution directing them to close your account and send the remaining balance to CMCCU.

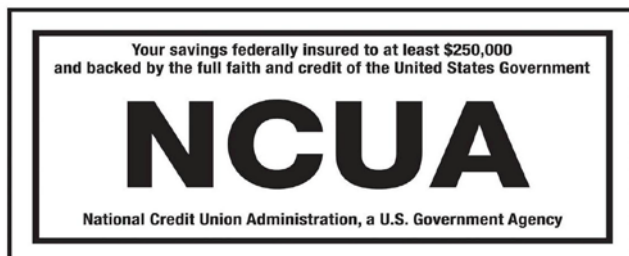
It's that Easy!

We have provided the forms needed to switch your account in this kit.
Print the entire kit or only those pages/forms you need.

Direct Deposit – to employer

Automatic Payments – to creditors

Account close – to former financial institution



Direct Deposit Change

Examples: Payroll, Dividends, Financial Aid

To: _____
Company making the direct deposit

Address

▶ Please switch my direct deposit that is currently going to:

(Name of former financial institution)

(Account number)

Effective ____/____/20__, please send my direct deposit to:

Central Missouri Community Credit Union

Routing # 301282064

Account # _____

Checking/Draft

Savings/Share

I hereby authorize my direct deposit to change as indicated above.

Signature

Date

Print

Phone Number

Social Security Number

Automatic Payment Change

Examples: utilities, car payments, credit payments

To: _____
Company Name

Address

Account number

 Please stop my automatic payments that are currently coming from:

(Name of former financial institution)

(Account number)

Effective ____/____/20____, please withdraw my payments from:

Central Missouri Community Credit Union

Routing # 301282064

Account # _____

Checking/Draft

Savings/Share

I hereby authorize my automatic payments to change as indicated above.

Signature

Date

Print

Phone Number

Social Security Number

Close Account

To: _____

Financial Institution

Address

Account number

I hereby authorize the closing of my account. All of my checks and transactions have cleared. All of my automatic payments and direct deposits have been cancelled.



Please send my remaining balance in this account to:

Central Missouri Community Credit Union
201 S Holden
Warrensburg, MO 64093

For deposit to account # _____.

Signature

Date

Print

Phone Number

Social Security Number