

## **Making the Switch to City State Bank is Easy!**

Welcome to City State Bank! Switching to our bank is very simple, especially with our Switch Kit Checklist. Follow these three simple steps and in no time, you will be a customer of City State Bank!

**Step 1:** Open a checking account at City State Bank. Stop using your current bank's deposit account. Be sure to leave sufficient funds in the account until all outstanding checks and automatic payments have cleared.

**Step 2:** Change your direct deposits and Automatic payments.

Included is a form for both.

**Step 3:** Close your former bank account. Bring your closing deposit to your new account!



## Automatic Payment/Withdrawal Change Notice

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Account

Number \_\_\_\_\_

**New Financial Institution:**

City State Bank

**Routing Number 073911061**

Checking Account Number \_\_\_\_\_

I hereby authorize you to redirect future automated payment withdrawals to  
my NEW checking account.

Effective \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_



## Direct Deposit Change Notice

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Name of Employer \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

**Please change my direct deposit to the following bank:**

City State Bank

**Routing # 073911061**

**Account Number** \_\_\_\_\_

Thank you,

Signature \_\_\_\_\_

