Quick Switch Checklist

Your new account Number is _____

Bank Routing Number 104902376

Direct Deposit

Company Name/Address	Date Letter Mailed	Switch Completed	Date Completed
		☐	
		☐	
		☐	

Automatic Payments

Company Name/Address	Date Letter Mailed	Switch Completed	Date Completed
		☐	
		☐	
		☐	

Close Old Account (Make sure all your outstanding checks have cleared)

Outstanding checks payable to:	Outstanding Check Number	Outstanding Check Amount	Date Cleared