



# Account Switch Kit

We make switching your Account(s)  
from your bank to  
First Bristol Federal Credit Union  
easy and hassle-free.

## STEP 1

Stop by either FBFCU branch and open your Share Savings and Premier Checking Account, order your checks & ATM check card. Visit our website and sign up for Home Banking, e-Statements & MyBilPay.

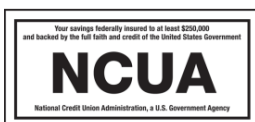
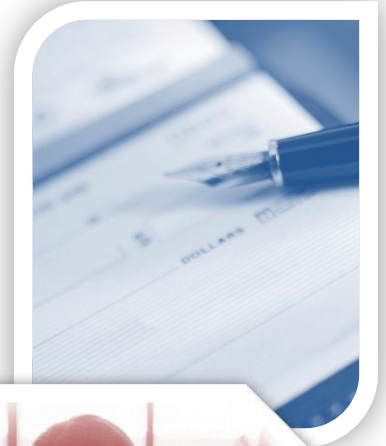
## STEP 2

Complete the attached forms to change your automatic payments and/or direct deposits.

## STEP 3

Complete the attached Authorization To Close Account form. Before closing your existing checking account:

- Be sure all outstanding checks have cleared.
- Destroy your ATM/debit card(s) and checks associated with the account. Bring them here and we will be happy to shred them for you.





# Authorization To Close Account

To close your account(s) at your current bank, please complete this form for each account, making copies of this form as necessary. Mail the completed form(s) to your current bank.

Bank Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Dear Account Representative:

I, \_\_\_\_\_, am in the process of transferring my account(s) to First Bristol Federal Credit Union. Please consider this letter as an official request to close my account(s) with you.

Please close the following accounts:

Checking Account # \_\_\_\_\_

Savings Account # \_\_\_\_\_

Other Account # \_\_\_\_\_

Please send a check payable to me for the remaining balance in the above account(s) to the address on file.

Thank you,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FIRST BRISTOL**  
FEDERAL CREDIT UNION



# Direct Deposit Change Authorization

Complete and submit this form to any company or organization that is automatically depositing funds into your existing account.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Company: \_\_\_\_\_

**Please discontinue sending my automatic deposit to:**

Financial Institution Name: \_\_\_\_\_

Check one of the following:

- Deposit entire amount to the Checking / Savings Account listed below.
- Deposit \$ \_\_\_\_\_ to the Checking / Savings Account listed below.

Please begin sending this deposit to:

First Bristol Federal Credit Union      **Routing Number:** 211176684

25 North St.

P.O. Box 698

Bristol, CT 06011

860-584-0956

**Checking / Savings Account #** \_\_\_\_\_

I authorize that the above listed entity initiate the deposit of my funds to my First Bristol Federal Credit Union checking account and that this authorization is to remain in effect until I send written notice of change or cancellation.

Thank you,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FIRST BRISTOL**  
FEDERAL CREDIT UNION



# Automatic Payment Change Authorization

EX: Insurance, Gym Membership, Mortgage, etc.  
This could take up to two weeks to process.

Complete and submit this form to any company or organization that is automatically withdrawing payments from your account.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Payment Description: \_\_\_\_\_

**I currently have my payment automatically withdrawn from:**

Financial Institution Name: \_\_\_\_\_

Withdraw these funds from my (check one):

Checking

Savings

Please transfer this scheduled transaction to:

First Bristol Federal Credit Union

**Routing Number:** 211176684

25 North St.

P.O. Box 698

**Account #** \_\_\_\_\_

Bristol, CT 06011

860-584-0956

I authorize you to redirect future automated payment withdrawals to First Bristol Federal Credit Union.

Thank you,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FIRST BRISTOL**  
FEDERAL CREDIT UNION