

ARE YOU READY  
TO SWITCH  
YOUR ACCOUNTS?



SWITCH KIT  
SWITCH YOUR ACCOUNTS  
IN THREE EASY STEPS



## **STEP ONE: OPEN YOUR NEW ACCOUNTS WITH US**

Opening an account with North Central Bank is the first thing you need to do. Accounts can be opened with a \$100.00 for checking account, and \$50.00 for savings accounts. See one of our friendly staff members to see what best fits your needs.

## **STEP TWO: SWITCH YOUR AUTOMATIC TRANSACTIONS**

Use the enclosed forms to help you contact the companies and financial institutions which may handle your automatic deposits and withdrawals. We can also help you with any of these forms.

Direct Deposit (Retirement, Social Security, Pensions, Human Resources, Medical Reimbursements, etc.)

Automatic withdrawals (Insurance, Mortgage payments, Utilities, Online Bill Pay Accounts, Loan Payments, Donations)

Make sure you review the past 3 months history from previous institution to ensure accuracy of all Direct Deposits and Automatic Withdrawals

## **STEP THREE: CLOSE ACCOUNTS WITH FORMER FINANCIAL INSTITUTION**

Be sure to leave your old accounts active long enough to allow outstanding checks and automatic withdrawals to clear the account. This process may take several weeks. Once you know your old accounts are inactive, simply write a check to us for the balance or you can ask your previous institution to send you the balance from that account. Then you can destroy your old checks, debit/ATM cards and deposit slips.

**YOU'RE DONE!**

Welcome to NORTH CENTRAL BANK

We hope you take advantage of all our great products and services.

**Redirecting your Direct Deposit**

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Social Security # \_\_\_\_\_ Telephone # \_\_\_\_\_

Company Name \_\_\_\_\_

Please change my direct deposit to:

North Central Bank  
126 E High St  
Hennepin, IL 61327

North Central Bank  
Checking acct # \_\_\_\_\_ Fixed Amount \$ \_\_\_\_\_

Savings acct# \_\_\_\_\_ Fixed Amount \$ \_\_\_\_\_

Routing Number 071113476

I authorize this change in my Direct Deposit.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please send this to your current Direct Deposit Processor

## Redirecting Your Automatic Payment

I am writing to inform you of a change in my automatic payment.

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Social Security # \_\_\_\_\_ Telephone # \_\_\_\_\_

Email \_\_\_\_\_

Company Name \_\_\_\_\_ Customer Account # \_\_\_\_\_

Currently you are paid automatically from my bank account at \_\_\_\_\_  
Account # \_\_\_\_\_. I would like to cancel these withdrawals.

Please debit future automatic payments from my account at NORTH CENTRAL BANK

North Central Bank Account # \_\_\_\_\_  
North Central Bank Routing # 071113476

Amount of payment \$ \_\_\_\_\_

Date of Payment \_\_\_\_\_

North Central Bank  
126 E High Street  
P.O. Box 317  
Hennepin, IL 61327

I authorize the change in my automatic payment

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

---

Company Name

---

Telephone Number

---

Account Number

---

Amount of Transaction

---

Contact Person

---

Date to be Completed

---

Company Name

---

Telephone Number

---

Account Number

---

Amount of Transaction

---

Contact Person

---

Date to be Completed

---

Company Name

---

Telephone Number

---

Account Number

---

Amount of Transaction

---

Contact Person

---

Date to be Completed

---

Company Name

---

Telephone Number

---

Account Number

---

Amount of Transaction

---

Contact Person

---

Date to be Completed

## Closing Your Old Accounts

Please close my account with you

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Social Security Number \_\_\_\_\_ Telephone # \_\_\_\_\_

E-mail \_\_\_\_\_

Please close this account     Checking Savings     Savings

Financial Institution \_\_\_\_\_

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

Please mail the balance of my account to my home address shown above

Send the balance of my account to be deposited at North Central Bank

North Central Bank Account # \_\_\_\_\_

North Central Bank Routing # 071113476

North Central Bank  
126 E High Street  
P.O. Box 317  
Hennepin, IL 61327

I authorize the closing of this account

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please send this to previous financial institution