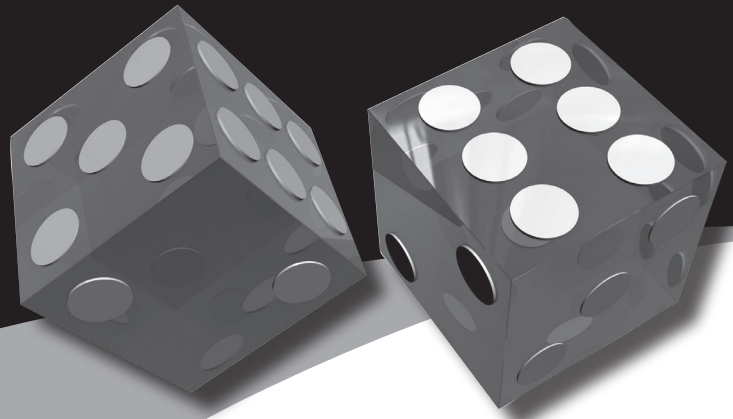


Still gambling with other financial institutions?



Choosing the right financial institution can be confusing, but moving to San Patricio County Teachers FCU is easy. If you have any questions, just give us a call... we're happy to help!

Step 1: Getting Started

- Open your new account at San Patricio County Teachers FCU
- Write down your account number in the space provided on the forms.
- Contact San Patricio County Teachers FCU to order checks, ATM/Visa Debit Cards and you're ready to go.

Step 2: Move transactions to your new account

- Verify that all checks or automatic withdrawals have cleared your previous account. If not, leave enough money in your previous account to cover them.
- Destroy ATM/Debit Card, deposits slips and checks from your previous account. (For security, we can shred them here for you if you'd like).
- Notify anyone who makes automatic withdrawals (ie. mortgage payments, Insurance premiums, gym dues, utilities, etc.) For your convenience, we have enclosed a form to help you initiate the process.
- Tell your employer to change your direct deposit to San Patricio County Teachers FCU using the included form. Make copies for anyone else who deposits to your account (ie. Pension, Social Security, etc.)

Step 3: Close Your Old Account

- Tell your previous financial institution to close your account and request a check for the balance (we've provided a form for this too).

Welcome to San Patricio
County Teachers FCU!

 **SAN PATRICIO**
COUNTY TEACHERS F.C.U.

www.sanpatcu.com

Social Security Switch Tip

1. Call Social Security at 800-772-1213.
2. Request to change financial institutions.
3. Give your social security number.
4. Give our routing number.
5. Give your new account number.

*Call Social Security early in the month
when there is less call volume.*

Change Automatic Payment

Company: _____

Address: _____

City/State/Zip: _____

To Whom it May Concern:

You are currently withdrawing \$ _____ (amount) for my _____ (what payment is for), _____ (account number), on _____ (when) from the following account:

Financial Institution: _____ Routing Number: _____

Please redirect automatic withdrawals to my new account: San Patricio County Teachers FCU

Routing Number: **3149-8909-5**

Account Number: _____

Signature: _____

Date: _____

(Please Print) Name: _____

Date: _____

Address: _____

City/State/Zip: _____

Thank You. Mail the completed form to the company who is withdrawing funds for the above recurring payment.

Close Account

Financial Institution: _____

Date: _____

Address: _____

City/State/Zip: _____

To Whom it May Concern:

Please close my account _____ and send a check for the remaining balance to me at the address below. If you have any questions about this request, please contact me during the day/evening (circle one) at: _____.

Signature: _____

Joint Signature: _____

(Please Print) Name: _____

Joint Name: _____

Address: _____

City/State/Zip: _____

Change Direct Deposit

To switch your Direct Deposit to San Patricio County Teachers FCU simply complete this form and give to your employer.

Employer: _____

Address: _____

City/State/Zip: _____

To Whom it May Concern:

You are currently depositing _____ my entire paycheck or _____ part of my paycheck to the following account:

Financial Institution: _____ Routing Number: _____

Account Number: _____

Please redirect my deposit to: San Patricio County Teachers FCU Routing Number: 3149-8909-5

Account Number: _____

Savings

Checking

Signature: _____

(Please Print)
Name: _____

Address: _____

City/State/Zip: _____

For Payroll Dept: If you have any questions, please contact the San Patricio County Teachers FCU ACH Dept. at 877-441-3600.

Provide to anyone who debits your account (bill withdrawal, mortgage or loan payments, health club, etc).

Mail the completed form to your current Financial Institution.

Be sure to allow enough time for all of your outstanding items to clear.

Provide to your employer or anyone who makes automatic deposits.