

Congratulations, you're on your way to membership that offers great benefits at a great institution!

We have created three simple forms to help you notify institutions that you have switched your account to American United. Simply fill out the required information, make copies for each organization that you do business with, and mail them out. Be sure to remember the following companies and transactions:

DIRECT DEPOSIT

Companies or government agencies that regularly deposit funds into your checking or savings account. These might include:

- *Employer*
- *Pension Plan Administrator**
- *Social Security Administration**
- *PayPal Accounts*

AUTOMATIC WITHDRAWALS

Notify any entity that regularly makes electronic withdrawals from your checking account or automatically assesses charges to your credit card or debit card. These could include:

- *Mortgage Companies*
- *Insurance Companies*
- *Cable Companies*
- *Health Club*
- *Internet Provider*

*You will need to directly contact the Social Security Administration, VA Benefits Offices and/or Pension Administration to get instructions on changing these deposits and to give them the new checking account information.

Remember to leave enough money in your old accounts to cover outstanding checks and pending automatic withdrawals. Even with pending transactions, you can open your new account. Once all outstanding charges have been cleared, ask your previous financial institution to close the account and transfer all remaining balances to your new American United account(s).

Don't forget to destroy all old checks, debit/ATM cards, and deposit slips.

YOUR NEW ACCOUNT INFORMATION IS:

American United FCU Account Number

American United FCU Routing Number

To find these same numbers on your old account, you can look at the bottom of your checks for the first nine digits in the series. Once you have identified these numbers, you are ready to finish switching your accounts.

As always, you're welcome to call or stop by any of our branches for extra assistance in making the switch.

500 South Foothill Dr., Salt Lake City

3226 South Main St., Salt Lake City

2277 East Fort Union Blvd., Cottonwood Heights

8621 South 700 East, Sandy

4770 South 5600 West, Kearns

2687 West 7800 South, West Jordan

247 West 12300 South, Draper

1377 South Redwood Rd., Salt Lake City

American United SWITCH KIT

Switching your accounts to American United Credit Union is as easy as



Just follow the simple step-by-step instructions on these forms.

American United
FEDERAL CREDIT UNION



Notification of

A

Direct Deposit Authorization Change

This form goes to your employer

Employer _____

Address _____

City _____

State _____ Zip _____

Please direct all future payroll direct deposits to the following accounts:

Financial Institution **American United Federal Credit Union**

Routing # **324078640**

Net paycheck to (check one):

Checking Account # _____

Savings Account # _____

Start Date _____

Name _____

Address _____

City _____

State _____ Zip _____

Other information your employer may need:

Employee ID #, etc.

Signature

Date

This is a change in authorization for your Direct Deposit. If you will no longer have sufficient funds in your previous account to cover any automatic withdrawals, please contact that company and change the automatic withdrawal to your new credit union account. You can also use the Notification of Automatic Withdrawal Change form.

Notification of

B

Automatic Withdrawal Change

This form goes to all companies where you have automatic withdrawals. Make copies as needed.

To whom it may concern:

Company Name _____

Account # _____ Payment Amount _____

Address _____

City _____

State _____ Zip _____

Please discontinue my automatic withdrawal from the following account:

Former Financial Institution _____

Routing # _____ Account # _____

Please make all future automatic withdrawals from the following account:

Financial Institution **American United Federal Credit Union**

Routing # **324078640**

Account # _____

Name _____

Address _____

City _____

State _____ Zip _____

Signature

Date

Notification of

C

Account Closure

This form goes to the financial institution(s) where you will be closing your account.

To whom it may concern:

Financial Institution Name _____

Address _____

City _____

State _____ Zip _____

Please close my account:

Account # _____

Primary Owner _____

Address _____

City _____

State _____ Zip _____

Please send the remaining balance to (check one):

My New Account

Financial Institution **American United Federal Credit Union**

Routing # **324078640**

Account # _____

My Address listed Above

Primary Owner Signature

Date

Joint Owner Signature

Date