

Authorization to Change Automatic Payments/Drafts/Transfers

The Brand Banking Company is pleased that you have chosen us as your financial institution. We want to help make it as easy as possible to change automatic payments drawn on your previous financial institution to your new account at Brand Bank.

For each automatic payment/draft/transfer that needs to be “switched”-

- **Contact** each company with whom you have a automatic payment and verify the form supplied in this switch kit meets their requirements. Some companies require their own standard form.
- **Complete** the requested information below and sign where indicated. Your original signature is required to authorize the transfer from your previous financial institution to Brand Bank.
- **Print** as many copies of this form as needed. Notify each company with whom you have an automatic payment/draft/transfer that you are changing financial institutions.
- **Mail** an original form to each company for notification of the change to Brand Bank.
- **Allow** sufficient time for the change to take place. Depending on the timing, the payment/draft/transfer may be drawn from your previous financial institution one more time.

My checking account at the following institution has been closed.			
Name of Previous Institution			
Previous ABA Routing Number		Previous Account Number	
Name on Account			
Social Security Number			
Phone Number			
I hereby authorize automatic payment/draft from my Brand Bank checking account.			
Company to receive this form			
Account Number at this company			
Schedule/Frequency			
Amount (fixed amounts only)			
New ABA Routing Number	061103276	New Account Number	
Signature(s)		Date	