Switch your checking account in 5 steps!

Switch Kit

# **STIN FCU** oodward St | Austin. TX 7874 austinfcu.com l info@austinfcu.com

Open your new Austin FCU account in person at our branch or online at www.austinfcu.com.

Stop using your old checking account(s), and allow time for outstanding payments and checks to clear the account(s). Don't forget to stop any scheduled Bill Pay payments or automatic drafts.

Set up your direct deposit(s) with your employer or retirement plan. You may need to provide a voided check.

3 Routing Number: 314977418 **Checking Account Number:** 

> Visit GoDirect.gov or call 800-333-1795 to update your Social Security Direct Deposit.

4

1

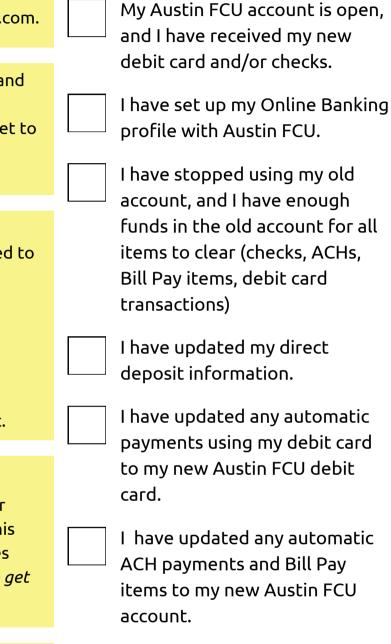
2

Change your automatic payments. We recommend printing or downloading your most recent checking statement, using this statement to write a list of all the changes needed. We have included a written list to get you started.

5

When all of your pending payments have cleared your old account, and you see that your automatic payments and direct deposits are coming into the new account, close the old account using the form provided. Your other bank/credit union may require their own form.

#### **Track your Progress**





I have verified that all pending items have cleared my old account.

I have closed my old account.

Federally Insured by NCUA. Equal Housing Lender. NMLS 779853

**Questions?** Contact us: info@austinfcu.com | 512-444-6419 option 8



### Direct Deposit & Payment Change Tracker

Use your old account statement and/or transaction history to fill out what items you need to change over to your new Austin FCU account. This chart can help you keep track of contact information and which items you have completed the switch for.

Deposits	Company Name and Info	Completed
Payroll		
Payroll		
Pension or Social Security		
Other		

Automatic Payments	Company Name and Info	Completed
Mortgage/Rent		
Car Payment		
Car Payment		
Insurance		
Insurance		
Phone		
Electricity		
Gas		
Water, Sewer, Trash		
Cable/Internet		



# Direct Deposit & Payment Change Tracker

Automatic Payments	Company Name and Info	Completed
Credit Card		
Credit Card		
Credit Card		
Loan		
Loan		
Streaming Services		
Subscriptions		
Other:		

# Authorization to Close Account

	e(s):	Printed Name(s):
If there	are any questions l	can be reached at
-	naining funds in the	ve listed account(s) be closed. Please mail se accounts to me at the above listed
Acc	ount Number (s): _	
From.		
From:		
То:		