



**1ST SECURITY**  
BANK

## “EASY SWITCH KIT” CHECKLIST

This checklist helps you organize the things you need to do when switching your relationship to 1st Security Bank. Follow these simple steps and you'll soon see the advantage of being a valued customer!

### Open Your Accounts at 1st Security Bank

- Open accounts at any 1st Security Bank branch location.
- Order your 1st Security Bank VISA debit card and checks.
- Set up direct deposits to your 1st Security Bank checking account (see enclosed form).
- Enroll in free 24-Hour Telephone Banking, Online Banking, Online Statements, and Bill Pay.
- Switch your automatic withdrawals to be deducted from your 1st Security account (see enclosed form).
- Apply to switch your higher rate loans and credit cards to 1st Security Bank.

### Close Your Old Account

- Stop using your old account but leave enough money in your old account to cover outstanding checks or withdrawals.
- When all outstanding checks have cleared and all automatic withdrawals have been switched to 1st Security Bank, close your old account (see enclosed form).
- Bring this completed packet to your nearest 1st Security Bank branch.**

# DIRECT DEPOSIT PAYROLL CHANGE REQUEST



Date: \_\_\_\_\_

To: \_\_\_\_\_  
Employer Name & Organization

\_\_\_\_\_  
Street Address City State Zip

From: \_\_\_\_\_  
Account Holder

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code Daytime Phone

## RE: Change of Direct Deposit Routing

Please send my automatic direct deposit to account:

Financial Institution: 1st Security Bank of Washington

Routing #: 325182289 Account #: \_\_\_\_\_

**Please remit the funds via ACH using the ABA Routing and account number noted above.**

I hereby authorize the organization above to initiate direct deposit of my funds to my 1st Security Bank account. This authorization will remain effective until I provide written notice of change or cancellation to the originating organization.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**1ST SECURITY  
BANK**

# ACCOUNT CLOSURE REQUEST

**Date:** \_\_\_\_\_

**To:** \_\_\_\_\_  
Financial Institution Name

\_\_\_\_\_  
Street Address City State Zip

**From:** \_\_\_\_\_  
Account Holder

\_\_\_\_\_  
Account Holder

\_\_\_\_\_  
Account Holder

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code Daytime Phone

## RE: Notification to Close Financial Institution Account

I hereby authorize the closure of my account:

Name on the Account: \_\_\_\_\_

Closing Account Number: \_\_\_\_\_

I certify that all checks have cleared the account to be closed as well as all direct deposits and automatic payments have been stopped. By signing this form, I authorize you to release the remaining funds in my existing account in the form of a cashier's check made out to my new account. Please mail the cashier's check to the address below.

Financial Institution: 1st Security Bank Routing #: 325182289 Account #: \_\_\_\_\_

1st Security Bank  
PO Box 97000 - Lynnwood, WA 98046-9700

\_\_\_\_\_  
Primary Signature Date

\_\_\_\_\_  
Joint Signature (if applicable) Date

\_\_\_\_\_  
Joint Signature (if applicable) Date

# AUTOMATIC PAYMENT CHANGE NOTIFICATION



**Date:** \_\_\_\_\_

**To:** \_\_\_\_\_  
Biller Company Name  
\_\_\_\_\_  
Street Address City State Zip

**From:** \_\_\_\_\_  
Account Holder  
\_\_\_\_\_  
Street Address  
\_\_\_\_\_  
City, State, Zip Code Daytime Phone

## RE: Notification to Change Automatic Payment

Please note the change in my automatic payment for account \_\_\_\_\_  
to my new checking account:

Financial Institution: 1st Security Bank of Washington

Routing #: 325182289 Account #: \_\_\_\_\_

**OR** Debit Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ V-Code: \_\_\_\_\_

I hereby authorize the organization above to change my automatic payment effective \_\_\_\_\_.  
This authorization will remain effective until I provide written notice of change or cancellation.

\_\_\_\_\_  
Signature Date