



**We might just be the perfect bank for you...
Make the Switch!**

1

Open a Citizens Bank checking account.

- All of our checking accounts feature free internet banking, bill pay, VISA® debit cards, eStatements, and direct deposit. Check out our personal checking account comparison chart under personal banking on our website (www.citizensbankna.com) for more info.
- You can open an account at any of our branches; just bring your driver's license and another form of identification. You'll also need the details of any existing direct deposits or automatic payments, plus your old checking account information to complete the switch forms.

2

Stop using your old checking account. Destroy unused checks, deposit slips, and ATM/debit cards.

3

Change your direct deposits.

- These may come from your employer, the government, an investment or retirement fund.
- Use the form on page 2 and send a copy to each deposit source with a copy of a voided check from your new Citizens Bank checking account.

4

Change your automatic payments.

- These may include utilities, loan payments, or other services.
- Use the form on page 3 and send a copy to each vendor with your new account information.

5

Close your old checking account.

- Make sure all outstanding checks, payments and deposits have cleared your old account.
- Complete the form on page 4 and send it to your old bank.

Thanks for choosing Citizens Bank!



Direct Deposit Change Form

Attention: _____

Employer/Depositor Name

Address

City, State, Zip

You are currently depositing my entire paycheck or part of my paycheck (check one) to the following account:

Old Bank Name: _____

Old Bank Routing Number: _____

(found on bottom of old check)

Old Bank Account Number: _____

Please stop making deposits to that account, and start making deposits to my new account using the information below:

New Bank Name: Citizens Bank NA

Bank Routing Number: 101100566

Bank Account Number: _____

Please start making the new direct deposit effective on this date: _____

If you have any questions about this request, contact me at the following phone number:

_____ Day Evening

Sincerely,

Signature: _____

Printed Name: _____

Address: _____

City, State, ZIP: _____

Other Info (SS#, Employee ID#): _____



Automatic Payment Change Form

Attention: _____

Company Name

Address

City, State, Zip

You are currently withdrawing \$ _____ for _____ (type of payment) to apply to account /customer number _____ on _____ (date), from the following bank account:

Old Bank Name:

Old Bank Routing Number:

(found on bottom of old check)

Old Bank Account Number:

Please stop making withdrawals from that account, and start making them from my new account using the information below:

New Bank Name: Citizens Bank NA

Bank Routing Number: 101100566

Bank Account Number:

Please start taking the new payment effective on this date: _____

If you have any questions about this request, contact me at the following phone number:

 Day Evening

Sincerely,

Signature:

Printed Name:

Address:

City, State, ZIP:



Account Closure

Attention:

Bank Name

Address

City, State, Zip

Please close the following account number: _____, and send a check for the remaining balance to me at the address listed below.

If you have any questions about this request, contact me at the following phone number:
_____ Day Evening

Sincerely,

Signature: _____

Printed Name: _____

Address: _____

City, State, ZIP: _____