

# FLATWATER BANK



*Still Pioneering*

## SWITCH KIT



### **Restructuring your financial future has never been *EASIER!***

- 1.** Establish your new account at Flatwater Bank. Check out our account options, and we will assist you in opening the account that is right for you.  
\*New customers will need to provide two forms of ID. Example- Drivers License and Social Security card...
- 2.** Fill out and sign the **DIRECT DEPOSIT** and **AUTOMATIC PAYMENT** forms. This will allow you to switch all automatics to your new account at Flatwater Bank.
- 3.** Finally, transfer your account balance(s) to your new Flatwater Bank Account. This can be completed by either filling out the **FINANCIAL FUNDS TRANSFER** request form or by simply writing a check from your old bank to your new account at Flatwater Bank.  
\*Be sure to leave enough to cover any outstanding checks on your old account.

This packet allows you to easily organize your information and bring it into Flatwater Bank. We will process the information then have you sign your signature cards and make your initial deposit. If you are not able to come in, we may be able to complete the process by mail.

\*Please recognize it will take longer by mail.

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Checking    Savings   **New Account Application**

Individual    Joint Account    Beneficiary:

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Name SS# DOB

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Address City, State, ZIP Home Phone

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Employer Work Phone

Length with current employer (yrs/mo) \_\_\_\_\_ Identification \_\_\_\_\_

DL# \_\_\_\_\_ Issue Date \_\_\_\_\_ Ex Date \_\_\_\_\_ State \_\_\_\_\_

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(Joint owner) Name SS# DOB

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Address City, State, ZIP Home Phone

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Employer Work Phone

Length with current employer (yrs/mo) \_\_\_\_\_ Identification \_\_\_\_\_

DL# \_\_\_\_\_ Issue Date \_\_\_\_\_ Ex Date \_\_\_\_\_ State \_\_\_\_\_

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Employer Work Phone

Length with current employer (yrs/mo) \_\_\_\_\_ Identification \_\_\_\_\_

DL# \_\_\_\_\_ Issue Date \_\_\_\_\_ Ex Date \_\_\_\_\_ State \_\_\_\_\_

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## CHECKLIST

The following checklist will help your switch to Flatwater Bank go smoothly.

Your new Flatwater Bank account # \_\_\_\_\_

Your new Flatwater Bank routing # 104901607

### **Direct Deposits**

Fill out a **Direct Deposit** form for each one needed.

- Payroll
- Retirement
- Social Security 1-800-772-1213 or [www.ssa.gov/deposit/howtosign.htm](http://www.ssa.gov/deposit/howtosign.htm)
- Child Support
- Other \_\_\_\_\_

### **Automatic Payments**

Fill out an **Automatic Payment** form for each one needed.

- Mortgage/Rent
- Auto Insurance
- Health Insurance
- Phone Service
- Cable TV
- Internet Service
- Utilities
- Other \_\_\_\_\_
- Other \_\_\_\_\_
- Other \_\_\_\_\_

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## DIRECT DEPOSIT

**Fill in the information below and bring the completed form along with a voided check from your Flatwater Bank account to your company's payroll department.**

(please print)

Company Name \_\_\_\_\_

Employee Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Social Security (last 4 digits) # \_XXX-XX-\_\_ \_\_ \_\_ Date of Birth \_\_\_\_\_

Flatwater Bank's Routing # 104901607

My Flatwater Bank Checking Account # \_\_\_\_\_

I hereby authorize and request you to: Deposit my pay each pay period, effective immediately, and begin depositing to the above account number at Flatwater Bank.

Additional Direct Deposit to:

Checking / Savings – Account # \_\_\_\_\_ Amount \_\_\_\_\_  
(circle one)

Checking / Savings – Account # \_\_\_\_\_ Amount \_\_\_\_\_  
(circle one)

Signature of employee \_\_\_\_\_ Date \_\_\_\_\_

If you receive a Social Security or government check, the easiest way to enroll in direct deposit or switch a direct deposit is to call the number below:

For Social Security/SSI Checks: 1-800-772-1213 (changes) 1-800-333-1795 (new set-up)

For Veterans Benefits: 1-800-827-1000

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## FINANCIAL FUNDS TRANSFER

### Financial Funds Transfer Request

#### 1. Customer Information

Account Owner \_\_\_\_\_ SS# \_\_\_\_\_

Co-Owner \_\_\_\_\_ SS# \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

#### 2. Transfer My Account FROM:

Financial Institution \_\_\_\_\_

Account # \_\_\_\_\_ Account type \_\_\_\_\_

#### Please send a check to:

My address listed above  Please transfer \$ \_\_\_\_\_

Flatwater Bank \*  Please transfer the entire remaining balance  
PO Box 81 and close my account.

Gothenburg, NE 69138

\*(Please make check payable to Flatwater Bank for benefit of  
\_\_\_\_\_ Acct# \_\_\_\_\_)

I hereby direct you to complete the requested transfer from my existing account to my new account at Flatwater Bank. If you have any questions about this request, please contact me at \_\_\_\_\_  
\_\_\_\_\_ (phone number).

Customer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

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## AUTOMATIC PAYMENT REQUEST

### Automatic Payment

Payee \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Account # \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

I have moved my account to Flatwater Bank. Please consider this request, indicated by my original signature, as a formal order to forward my pending or future withdrawals from my new account with Flatwater Bank, 900 Lake Ave, Gothenburg, NE 69138.

Routing Number: 104901607

New Account #: \_\_\_\_\_

Checking     Savings

### Automatic Payment

Payee \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Account # \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

I have moved my account to Flatwater Bank. Please consider this request, indicated by my original signature, as a formal order to forward my pending or future withdrawals from my new account with Flatwater Bank, 900 Lake Ave, Gothenburg, NE 69138.

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Checking     Savings