

Please Change Accounts For My Payroll Direct Deposit

Date

Company Making Direct Deposit

Address

City

State

Zip

To Whom It May Concern:

You are currently depositing my entire paycheck, or part of my paycheck or a type of payment into the following account:

Old bank _____

Routing number _____

Account number _____

Please start making these automatic deposits into my new account.

New bank First National Bank & Trust

Routing number 062104520 _____

Account number _____

If you have any questions about this request, please don't hesitate to call. Thank you.

Phone _____ Day/Evening (circle one)

Sincerely,

Signature

Name (Please Print)

Address

City

State

Zip