

Thinking about switching Checking Accounts?

Check Out ALL You Need to Know with our Switch Kit!

Existing Direct Deposit Change Request

- Use this form if you would like to change an existing direct deposit from your old financial institution to your Section 705 FCU account.
- Examples of direct deposit might be: employer, government deposits, transfers from other financial institutions, investment dividends, child support or court-issued deposits, etc.

Setup New Direct Deposit

- Send written notices to setup direct deposit with any new companies or individuals.
- Section 705 FCU's Routing Number: 265 274 503
- To Change Social Security Deposits:
 - To change Social Security deposits, visit www.ssa.gov/deposit/howtosign.htm.
 - OR call the Social Security Administration at: 1-800-772-1213 (TTY 1-800-325-0778)

Automatic Payments Cancellation

- Send written notices to companies who automatically take payments from your checking account (utilities, mortgage, insurance, brokerage, credit cards, internet service providers, transfers to other banks, child support/ court payments, etc.) notifying them that you are closing the account.

Automatic Payments Transfer Authorization

- Send this form to companies notifying them that you want to transfer existing automatic payments from your previous financial institution to Section 705 Federal Credit Union.

Setup New Automatic Payments

- Send a notification to companies in order to setup new automatic payments.

Verify that your direct deposits and automatic payments have been posting to your new Section 705 account.

Account Closing Request

- Send written notice to your old financial institution informing them you are closing your account.



Have a question? Contact us and we will walk you through the process.

337-232-8450

www.section705fcu.org

Fax: 337-232-2786



Checking Account Switch Kit: Account Closing Request Form

Please Check with the Company/Organization to See if They Prefer for You to Use Their Form Over Ours! If it is acceptable to use our form, mail, fax or hand deliver this form to notify the company/organization that you would like to switch your direct deposit to your Section 705 FCU Account. (Refrain from emailing this form. Email is not a secure method of sending confidential information.)

To: _____
Your Financial Institution You Would Like to Close

From: _____
Primary Account Holder

From: _____
Secondary Account Holder

Address/ City/ State, Zip: _____

Phone Number (Daytime): _____

Your Social Security Number: _____

Please close the following accounts with your institutions:

Account #:	_____	Checking	___	Savings	___	Money Market	___	Other:	_____
Account #:	_____	Checking	___	Savings	___	Money Market	___	Other:	_____
Account #:	_____	Checking	___	Savings	___	Money Market	___	Other:	_____
Account #:	_____	Checking	___	Savings	___	Money Market	___	Other:	_____

Please Send any funds remaining in these accounts to:

- The address shown above.
- The following Address/City/State/Zip: _____

To my Account number _____ Checking ___ Savings ___ Money Market ___

Section 705 FCU Address: 1455 West Willow Street, Lafayette, LA 70506

Signature

Secondary Signature (If Joint)

Date