

This checklist is to help you identify all the companies you have authorized to make direct deposits or automatically withdraw funds from your account.

Who makes direct deposits to your account?

- Employer's human resource department
- The company handling your retirement/pension payments
- Social Security Administration

Who withdraws automatic payments from your account? This may be in the form of an automatic withdrawal or an authorized charge to your credit card/debit card.

- |                                 |                    |
|---------------------------------|--------------------|
| Association dues                | Other loans        |
| Auto insurance                  | Security systems   |
| Cable company                   | Student loan       |
| Cell phone                      | Telephone company  |
| Charitable withdrawals          | Utility companies  |
| Credit card                     | Sanitation company |
| Health clubs                    |                    |
| Homeowner's insurance           |                    |
| Internet Service Provider (ISP) |                    |
| Investments                     |                    |
| Life insurance                  |                    |
| Mortgage loan                   |                    |

If you like automatic payments, you may want to consider WFCU's free Online Bill Payment service. Instead of giving authorization to the company to withdraw your funds, you retain control of who you pay.



I'm moving my accounts to Wichita Federal Credit Union.

Applicant name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Preferred phone \_\_\_\_\_

Email address \_\_\_\_\_

### Please close my account at:

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

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Financial Institution Account Number: \_\_\_\_\_

Liquidate the current account and transfer the proceeds as follows. *Check one circle in each column.*

**Amount to Transfer:**

\$ \_\_\_\_\_

The entire amount in my account(s) and close my account(s).

Account Numbers: \_\_\_\_\_

**Make this Transfer:**

On this date (MM/DD/YYYY) \_\_\_\_\_

Immediately.

At maturity of the investment.

Mail the remaining balance of my account(s) to my home address above.

Mail the remaining balance of my account(s) to be deposited at Wichita Federal Credit Union.

ATTN: \_\_\_\_\_

Wichita Federal Credit Union | 9835 E 21st St N | Wichita, KS 67206

WFCU Account Number \_\_\_\_\_

Share Savings

Checking

WFCU Routing Number **301180328**

**Applicant Signature** \_\_\_\_\_

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

Please maintain a balance in your old account to cover all outstanding deposits and withdrawals. Wichita Federal Credit Union is not responsible for charges incurred for insufficient funds. Work with a Wichita Federal Credit Union staff member to determine when to send this to your previous financial institution. **Equal Housing Lender. Federally insured by NCUA.**



I'm moving my automatic withdrawal to Wichita Federal Credit Union.

Applicant name \_\_\_\_\_

Address \_\_\_\_\_

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

Preferred phone \_\_\_\_\_ Email address \_\_\_\_\_

**Please change my automatic payment to:**

Wichita Federal Credit Union | 9835 E 21st St N | Wichita, KS 67206

Wichita Federal Credit Union Account Number \_\_\_\_\_

Wichita Federal Credit Union Routing Number **301180328** \_\_\_\_\_

Company name \_\_\_\_\_

Company address \_\_\_\_\_ Company account number \_\_\_\_\_

Payment should come from  Checking Account  Share Savings Account

I authorize this charge to go into effect (date) (MM/DD/YYYY) \_\_\_\_\_

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Equal Housing Lender. Federally insured by NCUA.



I'm moving my direct deposit to Wichita Federal Credit Union.

Applicant name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Preferred phone \_\_\_\_\_

Email address \_\_\_\_\_

Employer \_\_\_\_\_

### Please change my direct deposit to:

Wichita Federal Credit Union | 19835 E 21st St N | Wichita, Ks 67206

**Share Savings Account**

WFCU Account Number \_\_\_\_\_

**Checking Account**

WFCU Account Number \_\_\_\_\_

Wichita Federal Credit Union Routing Number **301180328** \_\_\_\_\_

Previous financial institution \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_

Previous account number \_\_\_\_\_

Name (please type or print) \_\_\_\_\_

*I hereby authorize Wichita Federal Credit Union to change my direct deposit. It is understood that a photocopy of this form will also serve as authorization.*

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

