



FIRST BANK
OF THE LAKE
Member FDIC

SWITCHING MADE QUICK AND EASY!

Don't let the thought of switching banks stop you from better banking! This simple switch kit will guide you through the process.

FOLLOW THESE
5 SIMPLE STEPS
AND SWITCH
TODAY.



YOU DECIDED TO SWITCH TO FIRST BANK OF THE LAKE!

Now, let's get started.



SET UP YOUR NEW ACCOUNTS WITH US!

We'll help choose the best account(s) for you and sign you up for online banking and order your debit card and checks.



STOP USING YOUR OLD ACCOUNTS

Remember to leave sufficient funds to cover outstanding checks or auto payments.



SET UP YOUR AUTO PAYMENTS AND DEPOSITS

Complete the 'Switch my Autopay' Form and 'Switch my Deposit' Form included in this kit.



CLOSE YOUR OLD ACCOUNT

Confirm that all your checks have cleared and that all your auto payments and deposits have been processed. For your convenience there is an 'I've Switched Banks' Form included in this Switch Kit to let your old bank know you're moving your account(s).



If you have questions or need assistance, please contact us. We're glad to help! Call or stop by.

4558 OSAGE BEACH PARKWAY, SUITE 100
OSAGE BEACH, MO 65065

573.348.2265
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We put you 1st!

I'VE SWITCHED BANKS

Please accept this form as authorization to close my account.

NAME(S) ON ACCOUNT: _____

ACCOUNT NUMBER: _____ ACCOUNT TYPE: _____

NAME OF FINANCIAL INSTITUTION: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Please close my account effective on _____.

Send a cashier's check for the remaining balance to the address below.

NAME (PRINT): _____

SIGNATURE: _____

JOINT OWNER NAME (PRINT): _____

JOINT OWNER SIGNATURE: _____

DATE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____

THANK YOU FOR YOUR HELP.



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SWITCH MY AUTOPAY

Send this form to each company to notify them to change any withdrawals or payments that are automatically made from your old account, or debit card associated with that old account. You will need to include a voided check with your request, or provide your new debit card number. You can make as many copies of this form as needed.

**Please change accounts for my automatic payments.
I've recently changed to First Bank of the Lake.**

COMPANY RECEIVING AUTOMATIC PAYMENT

COMPANY: _____
ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____

As of _____ (date) please begin debiting this payment from my new account.

NEW BANK INFORMATION

A sample check from First Bank of the Lake. The check is light blue and features the bank's logo and name. The payee information is "Joe Anybody, 1234 Anystreet Court, Anycity, AA 12345". The routing number is 081505634, the check number is 1234, and the account number is 1234567891. A large yellow "SAMPLE" watermark is overlaid on the check. Below the check, the routing number, check number, and account number are labeled with lines pointing to their respective positions on the check.

ROUTING NUMBER:
081505634

ACCOUNT NUMBER:

ACCOUNT TYPE:
 CHECKING SAVINGS

CUSTOMER INFORMATION

CUSTOMER NAME (PRINT): _____
CUSTOMER SIGNATURE: _____ **DATE:** _____
ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____
DAYTIME PHONE NUMBER: _____

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SWITCH MY DEPOSIT

Send this form to your employer, retirement plan, the Social Security Administration and others such as interest or dividend deposits. You will also need to attach a voided check with this form. Make as many copies of the form as you need.

**Please change the account for my direct deposit.
I've recently changed to First Bank of the Lake.**

COMPANY SENDING DIRECT DEPOSIT

COMPANY: _____
ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____

NEW BANK INFORMATION

A sample check from First Bank of the Lake. The check is light blue and features the bank's logo and name. The payee is 'Joe Anybody' at '1234 Anystreet Court, Anycity, AA 12345'. The amount is '1234 Dollars'. The check number is '1234'. The routing number is '081505634'. A large yellow 'SAMPLE' watermark is overlaid on the check. Below the check, the routing number, check number, and account number are labeled.

081505634	1234	1234567891
Routing Number	Check Number	Account Number

ROUTING NUMBER:

081505634

ACCOUNT NUMBER:

ACCOUNT TYPE:

CHECKING SAVINGS

CUSTOMER INFORMATION

CUSTOMER NAME (PRINT): _____
CUSTOMER SIGNATURE: _____ **DATE:** _____
ADDRESS: _____
CITY: _____ **STATE:** _____ **ZIP:** _____
DAYTIME PHONE NUMBER: _____

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ACCOUNT TRANSFER CHECKLIST



Use this checklist, along with your most recent statement from your previous bank account, to quickly identify all companies that need to be updated with your new First Bank of the Lake account information.

DIRECT DEPOSITS

	COMPANY	ACCOUNT NUMBER	DATE CONTACTED
Payroll	<input type="text"/>	<input type="text"/>	<input type="text"/>
Government Deposits (Social Security)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Deposits (Interest / Dividends)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

AUTOPAY

	COMPANY	ACCOUNT NUMBER	DATE CONTACTED
Electric	<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mortgages	<input type="text"/>	<input type="text"/>	<input type="text"/>
Loans (Car / Home Equity / Credit Card)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cell Phone	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cable	<input type="text"/>	<input type="text"/>	<input type="text"/>
Insurance	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gas	<input type="text"/>	<input type="text"/>	<input type="text"/>
Water/Sewer	<input type="text"/>	<input type="text"/>	<input type="text"/>
Internet Service	<input type="text"/>	<input type="text"/>	<input type="text"/>
Brokerage (Automatic Investments)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Child Support (Court-Issued Payments)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

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