

# SWITCH KIT



TECUMSEH FEDERAL BANK

160 N. 4<sup>th</sup> Street PO BOX 318  
TECUMSEH, NE 68450-0318  
402-335-3384 or 1-800-745-9998  
Fax 402-335-4023  
[www.tecfedbank.com](http://www.tecfedbank.com)

## Switching banks is easier than you think.

Joining us is easy...

At Tecumseh Federal Bank, our devoted staff is eager to go above and beyond to maintain a trustworthy and straightforward relationship with our customers. Now switching all of your accounts to Tecumseh Federal Bank has never been easier.

This switch kit includes all of the information you need to switch your accounts to our bank. The attached forms take just minutes to complete and include everything required to notify your employer and others that you have switched your accounts to Tecumseh Federal Bank.

Just detach, complete the forms, make copies for everyone you need to notify, and then send them out. It's that easy! And if you need further help or have any questions, just give us a call or stop in to see us and we'll walk you through it.

We promise that you've never seen local banking like this before. At Tecumseh Federal Bank, we are dedicated to serving our community because we live and work here – just like you.

A handwritten signature in blue ink that reads 'Matthew C. Weber'.

Matthew C. Weber  
President





## CLOSING YOUR OLD ACCOUNT

Before you close your old account, make sure to leave enough money to cover any out-standing checks and automatic withdrawals. Once all of these outstanding charges have been paid, ask your previous bank or credit union to send your remaining balance(s) to you or directly to your new account with us.

Then, destroy all of your old checks, ATM cards, debit cards and deposit slips. To make switching even easier for you, here's your new Tecumseh Federal Bank **Account Number** and **Routing Number**:

**Tecumseh Federal Bank Account #** \_\_\_\_\_

**Tecumseh Federal Bank Routing # 304972232**



### STEP 1 Authorization to Change Direct Deposit

*Please detach and send this form to your employer.*

Company Name: \_\_\_\_\_  
(Employer)

**Attention Direct Deposit Department:**

Please Switch My Direct Deposit To

**TECUMSEH FEDERAL BANK**

**160 N. 4th Street PO BOX 318**

**Routing # 304972232**

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

**Beginning On:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Date)

If you have any additional questions, please contact me:

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# STEP 2 Notice of Automatic Withdrawal Change

Please detach and send this form to all companies with whom you have automatic withdrawals. Make copies as needed.

## Notice of Automatic Withdrawal Change

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

Address: \_\_\_\_\_

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

### To Whom It May Concern:

I have recently change my primary financial Institution to **Tecumseh Federal Bank**

You are currently withdrawing \$ \_\_\_\_\_ From my account # \_\_\_\_\_

From my current financial institution (name) \_\_\_\_\_

The payment is for billing account # \_\_\_\_\_ and is withdrawn on (date) \_\_\_\_\_

Please begin withdrawal from my account with **Tecumseh Federal Bank Routing # 304972232**

New Checking/Savings (circle) Account # \_\_\_\_\_

**This change is effective immediately.**

If you have any additional questions, please contact me:

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# STEP 3 Authorization to Close Account

Please detach and send this form to the financial institution where you will be closing your account.

**To Whom It May Concern:** \_\_\_\_\_

Financial Institution Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Effective (month/day/year): \_\_\_\_\_

**Please close my account #** \_\_\_\_\_

Primary Owner: \_\_\_\_\_

Address: \_\_\_\_\_

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

Daytime Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Please send the remaining balance to (check one):

**Tecumseh Federal Bank**

160 N. 4<sup>TH</sup> Street • PO BOX 318 • Tecumseh NE, 68450-0318

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

**My Address Listed Above**

Signature (Primary Owner): \_\_\_\_\_

Date: \_\_\_\_\_

Signature (Joint Owner): \_\_\_\_\_

Date: \_\_\_\_\_