



## Update Your Direct Deposit

Once you've opened your new Bank of St. Croix checking account, complete this form and send it to any company or organization who automatically deposits funds into your account (payroll, pension, or dividends).

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

Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

### To Whom It May Concern:

I now have a banking relationship with Bank of St. Croix and would like to redirect my direct deposit into the below account.

Name \_\_\_\_\_

Address \_\_\_\_\_

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

ZIP \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ ext. \_\_\_\_\_ Mobile Phone \_\_\_\_\_

*Shaded area to be completed by Bank of St. Croix*

**Bank of St. Croix Account Number**

286371663

**Bank of St. Croix Routing Number**

I hereby authorize to have my direct deposit switched to my account at Bank of St. Croix.

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

*\*Make copies of this form as needed*

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*For Social Security Direct Deposits sign up at [www.ssa.gov/deposit](http://www.ssa.gov/deposit)/or call 1-800-772-1213. If you need assistance please contact your local banker.*



# Redirect Your Automatic Payments

Once you have opened your new Bank of St. Croix checking account, complete this form and send to the company(ies) that receive(s) any automatic payments from your previous account.

Name \_\_\_\_\_

Address \_\_\_\_\_

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

ZIP \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ ext. \_\_\_\_\_ Mobile Phone \_\_\_\_\_



**Please Debit My Account**

\_\_\_\_\_

**Bank of St. Croix Account Number**

286371663

**Bank of St. Croix Routing Number**

**Please Credit My Payments To:**

Company Account Number

Company Name / Description

Name(s) on the Account

*By signing below, I authorize the changes in my automatic payment(s) to be debited from my Bank of St. Croix account listed above.*

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

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

*\*Make copies of this form as needed*





Use This Convenient Checklist To Redirect All  
Direct Deposits And Automatic Payments To Bank of St. Croix.

## Direct Deposits

- Payroll Direct Deposit
- Government (i.e. Social Security) Deposits
- Brokerage Deposits
- Transfers From Other Bank Accounts
- Court Issued Deposits
- Other Deposits

## Utility Payments

- Utility Bill (Gas and Electric)
- Water
- Telephone Service
- Cellular Phone Service
- Internet Service
- Cable or Satellite TV
- Other

## Other Payments

- Insurance
- Mortgages
- Auto Loans
- Other Loans
- Account Transfers To Other Bank Accounts
- Court Issued Payments
- Recurring payments made with debit cards / bill payments





## Close Your Present Checking Account

Once you have opened your new Bank of St. Croix checking account, complete this form and send to your previous checking account provider. This insures that your other checking account will be closed. Be certain to leave enough in the account to cover outstanding checks that you have written on this account.

Name \_\_\_\_\_

Address \_\_\_\_\_

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

ZIP \_\_\_\_\_ Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ ext. \_\_\_\_\_ Mobile Phone \_\_\_\_\_



**Please Close My Account**

**Please Transfer My Checking Balance To:**

Bank of St. Croix Account Number

286371663

Bank of St. Croix Routing Number

\_\_\_\_\_  
Name of Previous Financial Institution

\_\_\_\_\_  
Account Number to be closed

*I am in the process of transferring my account(s) to Bank of St. Croix. Please consider this an official notice to close my account(s) with you. I understand that I will need to make sure that all my checks and automatic payments have cleared before completely closing my account(s). I have already made arrangements to switch my direct deposit and automatic debits. Please notify me of anything else that you need before closing my account(s) or if I need to fill out any additional forms specific to your institution.*

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

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

*\*Make copies of this form as needed*

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