

# CHECKLIST

Do you have automatic withdrawal from your checking account for the following expenses? Make as many copies of our Automatic Withdrawal Change form as you need, and send one to each company that handles your automatic recurring payments.

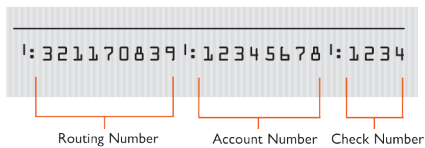
- Mortgage
- Auto loan(s)
- Credit card(s)
- Health/Life Insurance
- Car/Property Insurance
- Utilities
- Cable/Internet/Phone
- Memberships
- Subscriptions
- Investments

# OLD ACCOUNT INFORMATION

Account No. \_\_\_\_\_

Routing No. \_\_\_\_\_

To find the routing and account numbers for your old account, look at the bottom of your checks for a series of numbers:



# 4 SIMPLE STEPS

Follow these four steps, and you'll be on your way to convenient, money-saving checking. We have included the forms you need. We'll even help you fill them out if you like! Just stop by our office for friendly personal assistance.

## 1. OPEN YOUR NEW YSCU ACCOUNT.

Complete a new account application online at [www.YSCU.org](http://www.YSCU.org) or visit our convenient location listed on this brochure.

## 2. STOP USING YOUR OLD CHECKING ACCOUNT.

You will need to let all your outstanding checks clear before closing the account. This could take 10 days or more.

## 3. SWITCH YOUR DIRECT DEPOSIT.

Send the Direct Deposit Switch form to your employer, the Social Security Administration or your retirement plan administrator. You may make additional copies if needed.

## 4. CHANGE ANY AUTOMATIC PAYMENTS.

The enclosed checklist will help you make sure you don't miss anything! To change your automatic deductions, use the Automatic Withdrawal Change form, making additional copies if necessary. Remember to change all automatic bill pays.



### MAIN OFFICE

217 XENIA AVENUE  
YELLOW SPRINGS  
OHIO 45387

Telephone  
(937) 767-7377

Fax  
(937) 767-2302

[www.YSCU.org](http://www.YSCU.org)

### OUR OFFICE IS OPEN

Monday-Thursday  
9:00 a.m. - 5:00 p.m.

Friday  
9:00 a.m. - 6:00 p.m.

Saturday  
9:00 a.m. - 12:00 Noon

Your Savings. Your Security.  
Your Solution.



# IT'S EASY TO MAKE THE SWITCH!

In just four easy steps, you can begin enjoying the benefits of YSCU Checking.

Just follow the switch steps included here to close your old account and open a new one!



# DIRECT DEPOSIT SWITCH FORM

Send this form to your present employer, the company that processes your direct deposits, the Social Security Administration or any other organization that sends you recurring deposits.

## CHANGE NOTICE

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

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

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

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

To whom it may concern:

Please change my direct deposit to:

YS Federal Credit Union  
217 Xenia Avenue  
Yellow Springs, OH 45387  
Telephone: (937) 767-7377

Routing Number: 242279437

YS Federal Credit Union  
Member Account No.: \_\_\_\_\_

Account type:  Checking  Savings

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

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

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

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

Telephone: \_\_\_\_\_

# AUTOMATIC WITHDRAWAL CHANGE FORM

Send this form from your new YSCU checking account to the companies that automatically withdraw money from your account.

## CHANGE NOTICE

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

To the company that makes automatic withdrawals:

\_\_\_\_\_

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

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

Regarding my account: \_\_\_\_\_

You are currently debiting my account at

(financial institution) \_\_\_\_\_

Debit amount: \_\_\_\_\_

Effective (mo/day/yr) \_\_\_\_\_

Please cancel the above transaction and begin debiting my account at:

YS Federal Credit Union  
217 Xenia Avenue  
Yellow Springs, OH 45387

Routing Number: 242279437

YS Federal Credit Union  
Member Account No.: \_\_\_\_\_

Withdraw from:  Checking  Savings

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

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

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

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

Telephone: \_\_\_\_\_

# AUTOMATIC WITHDRAWAL CHANGE FORM

Send this form from your new YSCU checking account to the companies that automatically withdraw money from your account.

## CHANGE NOTICE

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

To the company that makes automatic withdrawals:

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

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

Regarding my account: \_\_\_\_\_

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Member Account No.: \_\_\_\_\_

Withdraw from:  Checking  Savings

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

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

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

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

Telephone: \_\_\_\_\_



# PERSONALIZED SERVICE MEETING YOUR LIFE'S FINANCIAL NEEDS

As a YSCU member, you not only enjoy the friendly, local-style service YSCU is known for, but you also get a full suite of financial tools, products and more for all stages of your financial life.

- Online and mobile banking
- Personal loans
- Checking, savings and loan solutions for business
- Move-in ready mortgages
- Low-rate credit cards
- Much more

Be sure to LIKE us on Facebook. We often post news about special offers and timely financial tips. Follow us on Instagram for all things YSCU and the community!

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

Phone/Email: \_\_\_\_\_

Hello! I am your YSCU Personal Financial Representative . If you have questions, concerns, or want to discuss any of our financial solutions please contact me personally!