

Switching Banks

DOESN'T HAVE TO BE A HASSLE!



At Farmers State Bank, we offer modern banking conveniences while providing an individualized customer experience. Our knowledgeable team is available to guide you through every step of the switching process.

STEPS TO SWITCH

1.

OPEN YOUR NEW FARMERS STATE BANK ACCOUNT

Meet with a customer service representative at any branch to open an account

Please bring two forms of identification.

Examples include driver's license, passport, US government ID, US military ID, Social Security Card, Birth Certificate, Alien Registration Card, etc.

2.

TRANSFER YOUR DIRECT DEPOSITS

Complete the Direct Deposit Change Request Form

This authorizes the transfer of your direct deposit from your current financial institution to your new Farmers State Bank account.

Share the completed form with any direct deposit agency, such as:

- Payroll Department
- Social Security Administration
- Retirement Company or Pension Payment Company
- USDA - Farm Service Agency
- Tax Refunds

3.

TRANSFER YOUR AUTOMATIC PAYMENTS

Complete the Automatic Withdrawal Transfer Form

This advises current payees to discontinue automatic payments from your existing account and establish automatic payment deductions from your new Farmers State Bank account.

Share the completed form with any company that you have automatic payments set up for, such as:

- Mortgage or Rent
- Insurance Companies (home, auto, life, etc.)
- Utilities
- Phone
- Cable/Subscription Services (Netflix, Hulu, etc.)
- Credit Card(s)
- Student Loans
- Tax Payments



PLEASE NOTE:
Many companies allow you to make this change to your account online.

4.

CLOSE YOUR EXISTING ACCOUNT



AUTOMATIC WITHDRAWAL TRANSFER FORM**Company or Receiving Individual:** _____*For example: water, utilities, cable, internet, insurance, mortgage, rental provider/company name***RE: BANK CHANGE FOR AUTOMATIC PAYMENTS**

I currently have my automatic payment(s) deducted from the following account:

Bank Name: _____**Account Number:** _____**Routing Number:** _____**Please change your records, effective immediately, so that my automatic payment(s) are now deducted from my Farmers State Bank account.****Bank Name:** Farmers State Bank**Routing Number:** 101105927**Bank Address:** 307 Main St. PO Box 330 Westmoreland, KS 66549**Bank Phone:** (785)457-3316**Account Number:** _____**Checking or Savings:** _____

If you have any questions regarding this request, please contact me at the phone number below.

Signature_____
Date_____
Phone Number

ACCOUNT CLOSING REQUEST
ATTN: CUSTOMER SERVICE DEPT
Date: _____

Bank Name: _____

Bank Street Address: _____

City, State, ZIP: _____

RE: REQUEST TO CLOSE ACCOUNT

Please accept this letter as my written authorization to close the following account(s) at your financial institution. All of my transactions have cleared, and I have stopped all automatic debits and credits to my account.

	Account Type (Checking or Savings)	Your Account Number	Name(s) on Account
Example	<i>Checking</i>	<i>1258674</i>	<i>Your Name</i>
#1			
#2			
#3			
#4			

Please forward all remaining funds to me at the following address and contact me if you have any questions.

Name: _____

Street Address: _____

City, State, ZIP: _____

Phone Number: _____

 Signature

 Date

DIRECT DEPOSIT CHANGE REQUEST

Share this form with your payroll department or direct deposit agency.

EMPLOYEE INFORMATION

 Name: _____
 Identification Number: _____
 Street Address: _____
 City, State, ZIP: _____

EMPLOYER INFORMATION

 Name: _____
 Street Address: _____
 City, State, ZIP: _____

DIRECT DEPOSIT INFORMATION

 Farmers State Bank of Westmoreland
 307 Main St.
 P.O. Box 330
 Westmoreland, KS 66549
 (785)457-3316
 Routing Number: 101105927

	Account Type (Checking or Savings)	Your FSB Account Number	Dollar or Percent Amount
Example	<i>Checking</i>	<i>1258674</i>	<i>100%</i>
#1			
#2			
#3			
#4			

*May take 2-4 weeks for changes to take effect.

 Employee Signature

 Additional
 information for
 your employer
 (SSN, etc.)

 Date

 Note: For Social Security Deposit, you can call the Social Security Administration Direct Deposit Department at 1-800-772-1213 or sign up online at www.ssa.gov/deposit/.