

# **A quick & easy Switch Kit from Blanco National Bank for your Convenience**

## **◆ Step 1**

**Open a personal checking account with Blanco National Bank**

- \$100 minimum opening deposit
- Free Online Banking
- Free Online Bill Pay

## **◆ Step 2**

**Stop using your old account at your old bank**

- Let all your outstanding checks clear before closing the account
- Destroy remaining unused checks, deposit slips and ATM, Debit & Check Cards

## **◆ Step 3**

**Switch your direct deposits with the enclosed form**

- Mail or drop them off to your employer's human resource department or any other source of direct deposit
- Personal service is available to Social Security recipients and other retirement plans

**Switch your drafts with the draft change form**

- Mail these forms to the companies that draft your old bank account



# Please change my payroll Direct Deposit

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

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

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

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

• **To Whom It May Concern:**

You are currently depositing my paycheck in whole or in part or you are making a deposit into the following account:

Old Bank: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

- **Please begin making these automatic deposits into my new account at Blanco National Bank (BNB) on \_\_\_\_\_ (date).**

- **BNB routing number:** 114909482

- **My new BNB checking account number is:** \_\_\_\_\_

**Amount:** \_\_\_\_\_

*Be sure to attach a (BNB) deposit slip with this form.*

- **My new BNB savings account number is:** \_\_\_\_\_

**Amount:** \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip



# Please change my Automatic Draft

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

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

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

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

• **To Whom It May Concern:**

I have changed financial institutions to Blanco National Bank.

You are currently withdrawing \$\_\_\_\_\_ (or paying my current bill amount) from the following account:

Old Bank: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

- **Please stop making withdrawals from this account on \_\_\_\_\_ (date) and start making them from my new Blanco National Bank (BNB) account.**

- **BNB routing number:** 114909482

- **My new BNB checking account number is:** \_\_\_\_\_

*Be sure to attach a voided (BNB) check with this form.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

