

Account Transfer Checklist

Use this checklist to ensure that you have all matters settled with your current financial institution prior to closing the account and transferring to CFCU Community Credit Union.

- ◆ I have opened an account with CFCU Community Credit Union.
- ◆ All checks have cleared my old account.
- ◆ Requests to change direct deposits/withdrawals over to CFCU Community Credit Union have been mailed.
 - Merchant Name _____
Date Notification sent _____
Date Change took effect _____
 - Merchant Name _____
Date Notification sent _____
Date Change took effect _____
 - Merchant Name _____
Date Notification sent _____
Date Change took effect _____
 - Merchant Name _____
Date Notification sent _____
Date Change took effect _____
- ◆ All Automatic payments and deposits have been stopped and are now coming out of or being deposited to CFCU Community Credit Union.
 - To transfer Social Security deposits call the Social Security Administration at 1-800-772-1213 or complete and remit the 1199A Direct Deposit form to the Social Security Administration.
 - For all other companies contact them directly for their form or send a *CFCU Community Credit Union Direct Deposit / Automatic Withdrawal* form.
- ◆ Written notice has been sent to the financial institution requesting the closure of the account. For an easy-to-complete request form see the *Account Closing Request*.

