

SWITCHKIT MAKE THE SWITCH



Every year more and more people are making the switch to First National Bank for their checking account. Switching banks doesn't have to be a hassle when you have the right bank. First National Bank can help make your switch as easy as possible. Customers who've made the switch enjoyed many benefit including: improved convenience, friendly service and lower fees! But occasionally someone may wait because they don't know how easy it is to make the switch to First National Bank. Let us help! Our friendly Customer Service Representatives are always willing to assist you. Ask us!

This online form outlines the simple steps needed to switch to First National Bank.

1. Establish a new account with First National Bank.

The process begins with opening your account. Visit your local First National Bank or open an account [online](https://fnbank.net) at fnbank.net. You can open a basic checking account with just \$25. We can instantly issue you a Debit MasterCard when you open the account! Once your new account is open then your Customer Service Representatives can guide you through the process of switching your direct deposits and your automatic payment transactions over to your new First National Bank account.

2. Move your direct deposits and automatic payments to your new account

Once your First National Bank checking account is open, the

next step is to complete form(s) requesting that your direct deposit(s) to be credited and your automatic payments to be debited from your NEW account at First National Bank. We've provided 2 different forms below that can be used for these purposes. You may fill-in the blanks and sign these forms to provide to the company (or agency) with whom you are dealing that credit or debit your account. (You may find that your company or agency has a specific form they require for this but the information requested will be similar to what is requested here.) If you will bring us a detailed listing of your automatic transactions then we will be happy assist you in completing your forms.

3. Close your old account

We've provided wording for a letter that you may send to your old financial institution to officially ask them to close your account and give them directions for disbursement of any remaining funds. Before you close your old account you should make sure your checks or debit card transactions have all paid from your old account. You also need to make sure your direct deposits and automatic payments have been switched before you close your old account.

1. 2. 3. It's that easy! Don't wait. Let us help! Our friendly Customer Service Representatives are always willing to assist you. Ask us!

Below are 3 forms you may use to Make the Switch!

AUTHORIZATION FOR DIRECT DEPOSIT (Payroll or Pension)

Date: _____

To: _____
(Employer / Pension Provider / Other Organization)

My Employee or Pension ID #: _____

My New First National Bank Account #: _____

New Bank Routing #: 084100793 (First National Bank, Paragould, AR)
(Attach a voided check)

Switching From: _____
(Name of Previous Financial Institution)

Previous Bank Account #: _____

Previous Bank Routing #: _____

Account Holder: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: (_____) _____ - _____

Signature: _____

Printed Name: _____

AUTHORIZATION FOR AUTOMATIC PAYMENTS (ACH bill payments)

Service Provider (Organization Name): _____

My Account # with the Service Provider: _____

Type of Account (Checking or Savings): _____

My New First National Bank Account #: _____

New Bank Routing #: 084100793 (First National Bank, Paragould, AR)

(Attach a voided check)

Switching From: _____

(Name of Previous Financial Institution)

Previous Bank Account #: _____

Previous Bank Routing #: _____

Account Holder: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: (_____) _____ - _____

Signature: _____

Printed Name: _____

LETTER REQUESTING BANK TO CLOSE MY ACCOUNT

Date: _____

Bank Name: _____

Bank Address: _____

City: _____ State: _____ Zip: _____

Dear Banker:

Please CLOSE my account with your bank.

My Account Number Is: _____

Please mail any remaining funds in my account to my current address which I have listed below under my name.

Sincerely _____

(bank Customer's signature is required)

Customer Name: _____

Address: _____

City: _____ State: _____ Zip: _____