

Automatic Withdrawal/Deposit Switch Form



Complete and sign one copy of this form for each automatic withdrawal or automatic depositor (other than payroll) and mail to the institution that withdraws or deposits to your old account.

This form will notify merchants to redirect automatic payments (i.e., utility companies, insurance company bills or automatic deposit transactions) to Tompkins VIST Bank. To ensure accuracy, please attach a voided check from your new Tompkins VIST Bank account to each Automatic Withdrawal/Deposit Switch Form that you use (see below).

Staple VOIDED check from your Tompkins VIST Bank account below:

To:

Merchant / Company Name

Merchant / Company Address

City State Zip

From:

Name

Address

City State Zip

Account Number

Please redirect my:

Automatic Withdrawal Automatic Deposit

To my new Tompkins VIST Bank checking account effective:

Immediately or Beginning ____ / ____ / ____

_____ 031312194

Account Number Routing Number

Signature

Daytime Phone Number

**You should use a separate form for each Automatic Deposit or Withdrawal. Please make additional copies as needed.*
You may want to keep your previous account for 2 months in order to ensure all automatic transfers are complete.