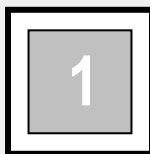
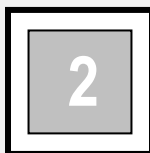


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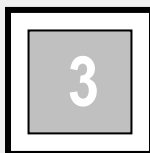
*You work hard for your money.  
You shouldn't have to work hard to move it.*



**OPEN A NEW ACCOUNT WITH MIDWEST BANK.**  
Visit your local **Midwest Bank** to apply.



**MOVE YOUR AUTOMATIC PAYMENTS AND DEPOSITS TO YOUR NEW ACCOUNT**  
We've provided the forms you'll need. Just fill in the blanks and sign. Or, bring a list of your payees and companies that credit your account and we'll take care the rest.



**CLOSE YOUR OLD ACCOUNTS**  
We've provided a letter that notifies your old bank about the accounts you are closing and give directions for disbursement of any remaining funds. Just make sure all of your checks have cleared and your automatic payments and deposits have been switched to **Midwest Bank** before you close your old accounts.



**QUICK CHECKLIST**  
Be sure to shred or destroy any unused checks, deposit slips, and debit cards. Don't forget about other items such as your savings account, safe deposit box, loans or lines of credit and credit cards. We can help move these accounts to **Midwest Bank** as well!

To help you keep track of your switch, we've included a quick checklist. You can use this form to track all of the information you need to move your direct deposits, payments, and close your old account. Or, one of our bankers can take care of the switch for you and keep you informed of the progress.

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## DIRECT DEPOSIT - PAYROLL

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Date \_\_\_\_\_

To (Company) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

RE: Instructions for Changing Direct Deposit

Dear Employer,

I have recently changed banks and will need to have my payroll direct deposit switched from my old account to my new account with **Midwest Bank**. Below you will find any personal information you may need to aid in this process.

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

I currently have my direct deposit going to:

Financial Institution \_\_\_\_\_

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

Bank Routing Number \_\_\_\_\_

Please change this to my new account with **Midwest Bank**.

Type of Account  
(checking or savings) \_\_\_\_\_

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

Bank Routing Number \_\_\_\_\_ 104102192 \_\_\_\_\_

If for any reason you may need additional information, please call me at:

\_\_\_\_\_

Thank You.  
Sincerely,

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

ENCLOSED: Voided Check from my new **Midwest Bank** account



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## AUTOMATIC DEPOSITS

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Date \_\_\_\_\_

To (Company) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

RE: Instructions for Changing Automatic Deposits

Dear Sir or Madam:

I have recently changed banks and will need to have my automatic deposit switched immediately from my old account to my new account with **Midwest Bank**. Below you will find any personal information you may need to aid in this process.

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

My account # with your organization \_\_\_\_\_

Deposit Amount (if applicable) \$ \_\_\_\_\_

I currently have my automatic deposit going to:

Financial Institution \_\_\_\_\_

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

Bank Routing Number \_\_\_\_\_

Please change this to my new account with **Midwest Bank**.

Type of Account  
(checking or savings) \_\_\_\_\_

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

Bank Routing Number \_\_\_\_\_ 104102192 \_\_\_\_\_

If for any reason you may need additional information, please call me at:

\_\_\_\_\_

Thank You.  
Sincerely,

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

ENCLOSED: Voided Check from my new **Midwest Bank** account

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## AUTOMATIC PAYMENTS

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Date \_\_\_\_\_  
To (Company) \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

RE: Instructions for Changing Automatic Payments

Dear Sir or Madam:

I have recently changed banks and will need to have my automatic payment switched immediately from my old account to my new account with **Midwest Bank**. Below you will find any personal information you may need to aid in this process.

Billing Account Number \_\_\_\_\_

I currently have my automatic payment coming from:

Name \_\_\_\_\_  
Financial Institution \_\_\_\_\_  
Account Number \_\_\_\_\_  
Bank Routing Number \_\_\_\_\_

Please change this to my new account with **Midwest Bank**.

Type of Account  
(checking or savings) \_\_\_\_\_  
Account Number \_\_\_\_\_  
Bank Routing Number \_\_\_\_\_ 104102192 \_\_\_\_\_

If for any reason you may need additional information, please call me at:

\_\_\_\_\_

Thank You.  
Sincerely,

Signature \_\_\_\_\_  
Print Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

ENCLOSED: Voided Check from my new **Midwest Bank** account



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## ACCOUNT CLOSING REQUEST

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TO (Financial Institution Name) \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

FROM (Name(s) on Account) \_\_\_\_\_

Social Security Number \_\_\_\_\_

Please close the following account(s) with your institution:

<i>Account Type</i>	<i>Account Number</i>	<i>Send Payment At Once</i>	<i>Defer Payment Until Close Of Interest Period</i>

Forward funds to me at the following address:

Together with all interest or dividends that may  
have become due on above listed accounts.

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

If you have any questions, please call me at:

\_\_\_\_\_

Signature \_\_\_\_\_

Joint Account Holder Signature \_\_\_\_\_

Date \_\_\_\_\_



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## QUICK CHECKLIST

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Your **Midwest Bank** Account Number \_\_\_\_\_

Your **Midwest Bank** Routing Number 104102192

### DIRECT DEPOSITS

Company Name & Address	Date Letter Mailed	Estimated Switching Date (2 months)	Status

### AUTOMATIC PAYMENTS

Company Name & Address	Date Letter Mailed	Estimated Switching Date (2 months)	Status

### CLOSE OLD ACCOUNTS (Make sure all of your outstanding checks have cleared.)

Outstanding check Payable to:	Outstanding Check Number	Outstanding Check Amount	Date Cleared