

**SWITCH TO CENTRUST BANK: CHECK LIST**

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After you have opened your new CenTrust Bank account, use this form to help organize each item that needs to be completed in order to Switch to CenTrust Bank. Check each item as you complete it.

- Send a written notice to each of your direct deposit vendors. For example, employer(s) payroll, government deposits (social security), pension(s)/retirement plans, investment/brokerage deposits, CD interest payments, transfers from other bank accounts (i.e. savings to checking). Use the Direct Deposit Authorization Form.

You will need the following information to complete the form. Use the blank lines to list the Vendors names.

- Old account number/recent bank statement
- New account number (checking, savings) provided by CenTrust Bank
- CenTrust Bank Routing Number: 071926553

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- Send a written notice to each of your Automatic Payments/Withdrawals/Vendors. For example, utilities, mortgage payment, car payment, insurance, phone/cell phone, credit cards, investments, IRA/Retirement contributions. Use the Automatic Payment Authorization Form.

You will need the following information to complete the form. Use the blank lines to list the Vendors names.

- Recent statement from Vendor
- New account number (checking, savings) provided by CenTrust Bank
- CenTrust Bank Routing Number: 071926553

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- Be sure to leave a balance in your old checking account to cover any automatic payments that may still be withdrawn prior to getting the transfer switched over.

- Make sure all checks have cleared you old checking account.

- Send a written notice to the financial institution where you were banking to close the account. Use the Account Closing Form.