

## Switch Kit

We want to become your primary financial institution, here is how to get started:

### Step 1: Gather all your current information

#### Direct Deposit Instruction Forms from your —

- Employer  Child support provider  Social Security Administration  Other Gov't Checks

#### Automatic Payments from your —

- mortgage payment  vehicle, boat or RV payment  insurance  monthly gym dues  
 educational loans  utility bills  Internet Service Provider  other

### Step 2: Close your old accounts

Before closing your old accounts, make sure that:

- All outstanding or pending checks have cleared from that account  
 All automatic payments and deposits have been re-routed to your new checking account.  
 Stop any scheduled "online bill payments" from the old account.  
 Destroy any remaining checks or cards from the old account

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TO: \_\_\_\_\_ Account # \_\_\_\_\_  
Employer, Automatic Payment Payee, or Previous Financial Institution Identifier

#### **Please make the following changes to my account:**

- Re-route Direct Deposit  Re-route Automatic Payment

**To: Tri-CU Credit Union, 3213 W 19th Ave, Kennewick, WA 99337**

New Routing # **325180676** New Account # \_\_\_\_\_ Telephone: **509.735.8331** or  
**1.800.873.3354**

Account Holder Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



3213 W. 19th Ave., Kennewick, WA 99337  
T: 509.735.8331 F: 509.783.6166  
www.Tri-CU.com

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Save money and time with convenient account products and features!**

- Order Debit Card
- Setup Online Banking
- E-statements
- Activate their phone App
- Setup E-Alerts

Suggestions: Withdrawals over \$25 from account, if balance drops below \$100

- Loan Application

Save money with an auto refinance?

Credit Card balance transfer with a 0% promotion?