



Moving Your Money Is Easy!

Thank you for choosing **Bank of Feather River** for your banking solutions. There is a lot to think about when moving your accounts, so to make it easy, we've done the thinking for you. We would be happy to sit down with you and help make the process as easy as possible, right down to mailing these forms for you.

The switch is a snap with these easy steps...

Open Your New Account With Us

Start by filling out our **New Account Information Form**. Then begin phasing out your existing account(s). Just leave enough funds for all your remaining checks/payments to clear. Shred your unused checks, ATM/debit cards, and deposit slips.

Merchant Services Form

Redirect your existing merchant services deposits to your new account. Send the form to your merchant services provider and include your new deposit slip or a voided check with your form.

Direct Deposit Form

Redirect your existing direct deposits or initiate a direct deposit to your new account. Send the form(s) to all depositors and include your new deposit slip or a voided check with your form.

Automatic Withdrawal Form

Redirect your automatic withdrawals to your new account. Send the form(s) to all companies that you wish to change/add an automatic withdrawal. Remember those that use your old debit card number. ***(Remember to use Online Bill Pay to control your payments.)***

Online Banking and Bill Pay Sign-Up Form

View all your accounts, reconcile, transfer, pay bills, and more anytime, anywhere with our convenient Online Banking and Bill Pay. Go to our website and sign up today!

Closed Account Request Form

Once all outstanding items have cleared your old account and you have moved your direct deposits and automatic withdrawals, complete the Closed Account Request Form and send it to your old bank. They will mail you a check for your remaining balance.

It's that easy! We want your business and we'll work hard to earn it! Relationships are what set us apart from other banks. If you need any assistance, please give us a call or stop in.

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New Account Information Form

Individual Account

Joint Account

Name

Name

Street Address

Street Address

City, State, Zip

City, State, Zip

Mailing Address (if different)

Mailing Address (if different)

Home Phone

Work Phone

Home Phone

Work Phone

Email Address

Email Address

Primary Account Holder Information

Joint Account Holder Information

Social Security Number

Social Security Number

Driver's License Number Issue Date Exp. Date

Driver's License Number Issue Date Exp. Date

Date of Birth

Date of Birth

Mother's Maiden Name

Mother's Maiden Name

Employer

Employer

Position/Occupation

Position/Occupation

I would like to open:

Business Checking Personal Checking Business Savings Personal Savings CD IRA

I/we would like an ATM/CheckCard. # of cards: _____

I/we would like funds transfer capabilities at the ATM and online

I/we would like free online access to account(s).

Please note that Primary and Joint account holders will need to sign an official account form in person at our office before the account can be opened. For your own account security, we will need to photocopy your driver's license(s) or other form of ID, so we can have it on file to accurately identify you in the future. The purpose of this form is to begin the application process. All applications are subject to approval.



Merchant Services Form

Send this form to your current merchant services provider to redirect your deposits to your new account. If you do not currently have merchant services, we will be happy to help you apply.

Date: _____
Merchant Services Provider: _____
Address: _____
City, State, Zip: _____

To Whom It May Concern:

This letter serves as a request to have my merchant services deposits transferred to a different account.

Currently deposited into my account with:

Current Bank: _____
Account Number: _____
Routing Number: _____

Please redirect my merchant services deposit into my new account with:

New Bank: **Bank of Feather River**
Account Number: _____
Routing Number: _____
Special Instructions: _____

If you have any questions, please don't hesitate to call me at _____. Thank you.

Sincerely,

Signature: _____
Print Name: _____
Company Name: _____
Address: _____
City, State, Zip: _____

Other information that may be needed (SSN, ID#, etc.): _____



Direct Deposit Form

Social Security • Payroll & Commissions • Retirement Plan Dividends • Child Support

Send this form to all of your current direct deposit contacts to redirect your deposits. If you do not currently have direct deposit, start today by filling out the information below, including your new account number, and sending it to your direct deposit contacts. Include your new deposit slip or a voided check with your form.

Date: _____
Depositor's Name: _____
Address: _____
City, State, Zip: _____

To Whom It May Concern:

This letter serves as a request to have my direct deposit transferred into my new account.

Currently deposited into my account with:

Current Bank: _____
Account Number: _____
Routing Number: _____

- Please redirect my direct deposit into my new account with:
- Please set up a new direct deposit into my new account with:

New Bank: **Bank of Feather River**
Account Number: _____
Routing Number: _____
Special Instructions: _____

If you have any questions, please don't hesitate to call me at _____. Thank you.

Sincerely,

Signature: _____
Print Name: _____
Company Name: _____
Address: _____
City, State, Zip: _____

Other information that may be needed (SSN, ID#, etc.): _____



Automatic Withdrawal Form

Utilities • Internet Service Providers • Loans • Vendors • Account Transfers

Send this form to all companies you currently have automatic withdrawals set up with. Don't forget those that use your old debit card number and automatic payments made online. You may also use this form to set up new withdrawals. **(Remember to use Online Bill Pay to control your payments.)**

Date: _____
Withdrawal Company Name: _____
Address: _____
City, State, Zip: _____

To Whom It May Concern:

This letter serves as a request to have my automatic withdrawal transferred to my new account.

Currently withdrawn from my account with:

Current Bank: _____
Account Number: _____
Routing Number: _____
Payment/Reason For: _____
Date Withdrawn: _____

- Please redirect my withdrawal to my new account with:
- Please set up a new withdrawal from my account with:

New Bank: **Bank of Feather River**
Account Number: _____
Routing Number: _____
Special Instructions: _____

If you have any questions, please don't hesitate to call me at _____. Thank you.

Sincerely,

Signature: _____
Print Name: _____
Company Name: _____
Address: _____
City, State, Zip: _____



Online Banking and Bill Pay Sign-Up

www.bankoffeatherriver.com

View all your accounts, see if checks have cleared, transfer funds, pay bills, and more anytime, anywhere with Online Banking and Bill Pay. Go to our website and sign up today!

Print your existing payee screens to use as a reference when setting up your new online bill pay service, or use this helpful form. Please see one of our personal bankers for information and assistance on this convenient banking service.

Payee Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Account Number: _____

Payee Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Account Number: _____

Payee Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Account Number: _____

Payee Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Account Number: _____



Closed Account Request

Date: _____

Old Bank's Name: _____

Address: _____

City, State, Zip: _____

To Whom It May Concern:

Please close the following account # _____ and send me a check for the remaining balance to the address below.

If you have any questions, please don't hesitate to call me at _____.
Thank you.

Sincerely,

Signature: _____

Print Name: _____

Company Name: _____

Address: _____

City, State, Zip: _____

Co-Signer Signature: _____

Print Name: _____