



Thank you for choosing United Bank as your banking partner. We have created the following checklist to help you maneuver through the process of changing banks.

| Task | Action | Completed: Yes, No, N/A |
|--|---|--------------------------------|
| Close old bank account. | Mail Letter to former bank. | |
| Change your Direct Deposit | Mail letter to employer. If you receive federal government deposits, visit www.godirect.gov . | |
| Change Other Direct Deposits | Consider brokerage accounts, child support, etc. | |
| Change your Automatic Drafts | Mail letter to each company *see reminders below | |
| Sign up for AccessUnited online banking and online bill pay – it’s free! | Go to www.accessunited.com or visit any United Bank office | |
| Destroy your old checks and debit card | Bring your old checks and cards to any United Bank office. We’ll do the shredding for you. | |
| Enjoy your new account! Thank you for choosing United Bank. | Be sure to call our Customer Contact Center 7 days a week, 7 am to 11 pm! | |

*We suggest reviewing at least three months of previous bank statements to be certain to change all of your automated transactions. These may include:

- Gas Company
- Electric Utility Company
- Phone Service / Wireless Phone
- Water and Sewage
- Cable / Satellite
- Trash Service
- Pest Control
- Yard Maintenance
- Home Association Fees
- Club / Membership Dues