

## Congratulations on your decision to move to National Bank of Arizona.

We know how important your time and money are. That's why we've created this simple tool kit for you to effortlessly switch your accounts to NB|AZ and start taking advantage of our great products and services.

Just follow these five easy steps and you'll be ready to experience our award winning service.



### Open your new accounts at National Bank of Arizona

Open your new account with one of our banking specialists or online and make your opening deposit. Let us help you set up Free Online Banking with Bill Pay for your new account.



### Balance your old accounts and let outstanding items clear

Discontinue use of these accounts. Then securely dispose of checks and debit cards related to your old accounts.



### Redirect your automatic deposits

Complete and submit a copy of the attached Direct Deposit Change Authorization form for *each* automatic deposit that goes into one of your old accounts.



### Switch your automatic and online payments

Complete and submit a copy of the attached Automatic Payment Change Authorization form for *each* automatic payment that comes out of one of your old accounts.



### Close your old accounts

Complete the enclosed Account Closing Authorization form to instruct your old financial institution how and where to send a check for any remaining balance.

You deserve an award winning bank:



# NB|AZ Bank Transition Kit

Now that you've made the move to National Bank of Arizona, you'll want to be sure all of your previous direct deposits and automatic payments are redirected to your new NB|AZ account. Use the following checklist and your most recent statement from your previous financial institution to quickly identify any direct deposits or automatic payments.

## DIRECT DEPOSITS TO SWITCH

Fill out a Direct Deposit Change Notification form for each check mark.

- Your Employer
- Government Deposit (i.e., Social Security, Disability)
- Brokerage Deposits (i.e., dividends, interest, annuity or CD interest payments)
- Transfers from other bank accounts (i.e., savings, checking, money market)
- Child support or other court-issued deposits
- Retirement benefits / Pension
- Other \_\_\_\_\_

## AUTOMATIC PAYMENTS TO SWITCH

Fill out an Automatic Payment Change Authorization form for each check mark.

Utilities	Company Name	Account Number
<input type="checkbox"/> Gas	_____	_____
<input type="checkbox"/> Electric	_____	_____
<input type="checkbox"/> Phone Service	_____	_____
<input type="checkbox"/> Water / Trash	_____	_____
<input type="checkbox"/> Cable / Satellite Television	_____	_____
<input type="checkbox"/> Other _____	_____	_____
<input type="checkbox"/> Other _____	_____	_____
<input type="checkbox"/> Other _____	_____	_____

Other Payments	Company Name	Account Number
<input type="checkbox"/> Loans (i.e., car, home equity, credit card)	_____	_____
<input type="checkbox"/> Mortgages / Rent	_____	_____
<input type="checkbox"/> Child support or court issued payment	_____	_____
<input type="checkbox"/> Brokerage - automatic payments	_____	_____
<input type="checkbox"/> Account transfers to other bank accounts	_____	_____
<input type="checkbox"/> Insurance	_____	_____
<input type="checkbox"/> Internet Service	_____	_____
<input type="checkbox"/> Gym Membership	_____	_____
<input type="checkbox"/> Other _____	_____	_____
<input type="checkbox"/> Other _____	_____	_____
<input type="checkbox"/> Other _____	_____	_____





## DIRECT DEPOSIT CHANGE AUTHORIZATION

To:

Company/Organization Name

Company/Organization Address

City

State

Zip Code

Account Number at Company/Organization

To Whom it May Concern:

I have recently switched banks to National Bank of Arizona and I hereby authorize the redirect of my direct deposits from my old bank account to my new National Bank of Arizona account effective: \_\_\_/\_\_\_/\_\_\_\_.

### New National Bank of Arizona Account Information:

- Checking       Personal  
 Savings       Business

Name(s) on Account

New Routing /ABA Number

New Account Number:

If splitting the direct deposit between NB|AZ accounts, please fill out the section below:

Amount or percentage to be deposited into the above listed account (if applicable)

Please deposit remainder of direct deposit balance into below account:

- Checking       Personal  
 Savings       Business

Name(s) on Account

Routing /ABA Number

Account Number:

### Old Bank Account Information:

Name(s) on Account

Old Routing /ABA Number

Old Account Number:

- Checking       Savings       Personal       Business

Please contact me at the following if you have any questions:

Signature

Name

Title

Company Name

Phone

Address

*(Please attach a voided National Bank of Arizona Check with this completed form and mail to your depositor's appropriate department.)*





## AUTOMATIC PAYMENTS TO SWITCH

To:

\_\_\_\_\_  
Company/Organization Name

\_\_\_\_\_  
Company/Organization Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Account Number at Company/Organization

To Whom it May Concern:

I have recently switched banks to National Bank of Arizona and hereby authorize the redirect of my automatic payments from my old bank account to my new National Bank of Arizona account effective: \_\_\_\_/\_\_\_\_/\_\_\_\_.

### New National Bank of Arizona Account Information:

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

\_\_\_\_\_  
New Routing /ABA Number

\_\_\_\_\_  
New Account Number:

Checking  Savings  Personal  Business

### Old Bank Account Information:

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

\_\_\_\_\_  
Old Routing /ABA Number

\_\_\_\_\_  
Old Account Number:

Checking  Savings  Personal  Business

Please contact me at the following if you have any questions:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Company Name Phone

\_\_\_\_\_  
Address

*(Please attach a voided National Bank of Arizona Check with this completed form and mail to your service provider's billing department.)*





## ACCOUNT CLOSING AUTHORIZATION

To:

Company/Organization Name

Company/Organization Address

City

State

Zip Code

To Whom it May Concern:

I hereby authorize the close of the following accounts and request that the balance be sent to the address below. All transactions in the account(s) have cleared and all automatic payments have been stopped.

Name(s) on Account

Account Number

Checking

Savings

Money Market

Personal

Business

Account Number

Checking

Savings

Money Market

Personal

Business

Account Number

Checking

Savings

Money Market

Personal

Business

Please contact me at the following if you have any questions:

Signature

Name

Title

Company Name

Phone

Address

Joint Owner Signature (if applicable)

Name

Title

Company Name

Phone

Address

*(Please mail completed form to your past financial institution.)*

