

# Automatic Deposit Change Request (OTHER THAN PAYROLL)

Date of Request \_\_\_\_\_

Name of Organization \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP Code \_\_\_\_\_

My Account Number with You \_\_\_\_\_

*To Whom It May Concern:*

*I have recently changed my bank account to RiverWood Bank and request that you redirect my automatic deposit from my old bank account to my new bank account.*

*My personal information is provided below. If this form is not sufficient to make this change, please contact me with further instructions, or send me a copy of your organization's form for my signature.*

*Sincerely,*

\_\_\_\_\_  
Account Holder Signature

## **My personal information:**

Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

## **My automatic deposit is currently directed to:**

Financial Institution \_\_\_\_\_

Routing Number \_\_\_\_\_

Account Number \_\_\_\_\_

## **Please send my automatic deposit to my RiverWood Bank account.**

RiverWood Bank Address \_\_\_\_\_

Type of Account \_\_\_\_\_

Routing Number 291271240 \_\_\_\_\_

Account Number \_\_\_\_\_

Enclosure: Voided check from my new RiverWood Bank account.

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