Welcome to

The Bank of



Switch Kit

Switch Checklist

Use this checklist to identify all payments connected to your account.

Automatic Deposits

- Payroll
- Transfers from other bank accounts
- Social Security
- (Other)
- _____(Other)

Other Payments

- Loan Payments
- Mortgage
- Transfers to other bank accounts
- Insurance (Life, Health, etc.)
- Car Payment
- _____(Other)

Utility Automatic Payments

- Gas
- Electric
- Water/ Sewer
- Home Phone Service
- Cellular Phone Service
- Internet Service
- Cable or Satellite TV
- Garbage
- (Other)
- (Other)

Switch Kit Helpful Hints

- Check with your bank to make sure no additional forms or information are required.
- Ask about early withdrawal penalties before you close your old accounts. For Certificates of Deposit (CD's) double check maturity dates.
- Ensure all outstanding checks have cleared your old account.
- Ensure all electronic credit and debit payments have been transferred to your new account or stopped.
- Make sure to transfer or write a check for the remaining balance in your old account to deposit into your new account.
- Make sure your old account gets closed after all deposits/ withdrawals have been switched to your new account.
- If the address on your drivers license does not match your current address then you will need to bring a utility bill or two other types of proof of current address.

Thank you for choosing The Bank of Tioga. We appreciate your business and are happy to serve you.

For more information please contact:



Direct Deposit Change Authorization

Complete this form, print, and send to all companies or locations who are depositing funds into your previous account.

Direct Deposit Inform	ation			
Name				
Joint Owner Name (if applicab	ile)			
Street Address	City	State	Zip	
Home Phone				
Please discontinue s	ending my au	itomatic deposit to:		
Financial Institution Name	F	Routing Number	Account Number	
Please begin sending this deposit to:				
The Bank of Tioga 7 N Main Street	Routing # 091310990			
DO Pay 420				
PO Box 429 Tioga, ND 58852 (701) 664-3388	Account #			
Tioga, ND 58852	t Box	ing Account		
Tioga, ND 58852 (701) 664-3388 Please Check the Correct Deposit Entire Amo	t Box unt to my Check	ing Account y Checking Account		
Tioga, ND 58852 (701) 664-3388 Please Check the Correct Deposit Entire Amo	t Box unt to my Check ng Amount to m	y Checking Account (\$\frac{\xi}{2}\)	this authorization will rem	nain



Automatic Payment Change Authorization

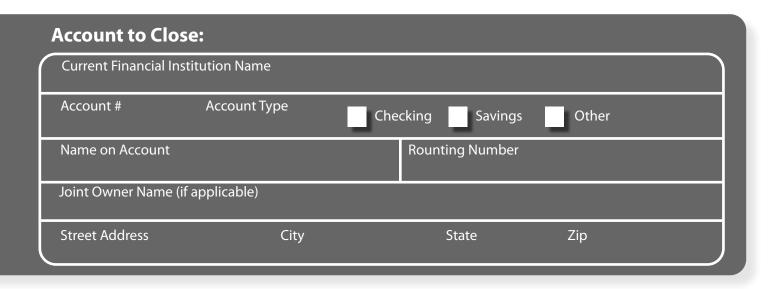
Complete this form and submit it to any company or organization that is automatically withdrawing payments from your existing account (insurance, utilities, mortgage). This process can sometimes take up to two weeks to process. Feel free to make as many copies of this form as needed. This is where you switch checklist will come in handy!

Payment Change Info	rmation				
Name					
Street Address	City	State	Zip		
Home Phone					
Payment Description/Accoun	t Number				
I currently have m	y payment au	tomatically withdraw	n from:		
Financial Institution Name	9	Routing Number	Account Number		
Please begin automatically deducting my payment from:					
The Bank of Tioga 7 N Main Street PO Box 429 Tioga, ND 58852 (701) 664-3388	Routing #	091310990			
	Account #				
Account Type Checking					
Savings ————————————————————————————————————	(Other)				
I authorize you to redirect fut	ture automated po	ayment withdrawals to The	Bank of Tioga.		
Sianature		Г	Date		



Authorization to Close My Account

To close out your account(s) at your current bank, please complete an Authorization to Close form, making copies of the form as necessary. Mail or take the completed form(s) to your current bank. Be sure to move any remaining account balance(s) to your new The Bank of Tioga account.



Please close the following additional account:				
Checking Account #				
Saving Account #				
Other Account #				
Please send a check to me/us for the remaining be address on file.	alance in the above described account(s) to the			
Signature	Date			
Joint Owner Signature	Date			

